

MINUTES
ABERDEEN REGIONAL AIRPORT BOARD
Regular Meeting
June 5, 2014

MEMBERS PRESENT: Mike Erickson, Rolf Johnson, Lon Gellhaus, Steve Kaiser, Carl Perry

MEMBERS ABSENT:

OTHERS PRESENT: Cody Roggatz, Mike Schmit, Kevin Braun, Kristina Broadhurst, Gary Christiansen,
Elisa Sand, Rhea Ketterling

Chairman Erickson called the regular scheduled meeting of the Aberdeen Regional Airport Board to order at 11:30 am on Thursday, June 5, 2014.

Welcome Carl Perry to the Airport Board.

Item #2 – Approval of minutes from the May 8th, 2014 meeting – Moved by Kaiser, seconded by Johnson. Motion carried.

Item #3 - Adoption of the agenda – Moved by Gellhaus, seconded by Kaiser. Motion carried.

Item #4 – Schedule next meeting – July – With the holiday week, meeting is moved to July 10th at 11:30am.

Old Business:

New Business:

Item #5 Bills – Distributed amended bill list. Johnson moved approval to pay the bills, seconded by Kaiser. Kaiser asked about the paint (\$14,000). Roggatz stated this is part of an order that we will be doing this year. We are currently going through our FAA Certification Inspection. We have finished painting all of the runway hold position markings/hold short lines and the surface hold painted runway holding position (red boxes). Our next project will be the taxiway markings (center lines, edge lines). Johnson stated our field is pretty well maintained compared to others the he had flown into. Roggatz stated on our concrete surfaces, he will try to tie this in with our future projects to include concrete sealant stripped so the paint could adhere better. Gellhaus asked how often we have to paint. Roggatz stated this will depend on the markings. The proper way of doing this is to strip the paint off every year and start fresh right on the surface. This had not been done here as it is very costly. Rather than taking this route, what we did this year is we cleaned all our markings prior to paint application in a new manner that had not been done before. Hopefully, we get a little bit longer useful life out of our markings that we are putting done this year because we are painting some that were painted last year. Erickson asked about the old markings on 17-35. Roggatz stated we hired a contractor this year to apply tack oil on the approach half of 35 (the old rwy designator markings and the aiming point markings prior to 35 extension). This was looked over by our Cert. Inspector last night during the inspection. They asked a few pilots that were coming in during the inspection last night and the response had been positive. Johnson asked if the Fire Alarm monitoring fee is a monthly bill. It was reported that it is an annual fee. **MOTION CARRIED to pay the bills for the month.**

Item #6 Financial Report – Johnson moved to accept the financial report with correction on the header (May), seconded by Gellhaus. Johnson pointed out that the Holiday/Hampton Inn and Ramada (advertising) is getting old. It was carried over last month and is still outstanding this month. Staff reported both businesses will be contacted. **MOTION CARRIED accepting the May financial.**

Item 7: Recommendation to pay Helms and Associates invoice #15 in the amount of \$25,872.80 for AIP Proj. #3-46-0001-33-2013 Wetland Removal and Storm Water Improvement, 85.5% complete - Moved by Gellhaus, seconded by Johnson. Schmidt stated one thing that is up in the air is when and how much funding we will get. Johnson stated we have been about 90 days worried about the ASOS being relocated. Schmit stated this will not be in this project. This will be in with the upcoming decoupling project. Roggatz is aware of this and we have zero intentions on relocating the ASOS, if all possible. We know the ASOS is extremely important not only for the local GA pilots, but also the airlines. Johnson thought what the Board had been told was that it could be down several months. Roggatz stated we are going to avoid any down time on the ASOS. Once we get to the decoupling project, there will be down time with the ILS. Johnson asked will this be a long period of time. Roggatz stated it will, in the fact that we will be adjusting pavement lengths then installation of the ILS in the new location, have numerous checks including a flight check, and commissioning it. Johnson asked for the protocol with SkyWest with localizer being out. Roggatz suggested he and Christiansen, DGS Station Manager contact Delta together to get this information. Schmit added this is one of those things that we can accomplish what we need to accomplish without and understands that this will be an inconvenience in the Aviation community in this area.

Schmit thinks helping to minimize this with keeping the ASOS would be beneficial to everyone. Once we get into the phasing and the design stage of the decoupling project this is when we will have Delta involved and make them aware of what will be taking place. The Airport's approach survey had been completed. The FAA and the NGS are working on their part on the approach publications. Helms had been in discussions with Roggatz if we have to phase the project. If we do phasing, we have to do one runway at a time. One thing we do not want to do is have the runway shifted all the ILS components in with no approach. If the approach is not going to be published right away, it would make sense to look at the 17-35 portion first. Roggatz added we already started the discussion with the FAA who's coordinating with all their different offices to make sure that once we get that particular project underway that we are not sitting around (once we have equipment installed) waiting on the approach to be commissioned and certified. We are trying to keep everything moving and the coordination as far as the FAA. In addition two weeks ago Helms, Lander, City Manager and Roggatz had met and discussed with the FAA and the SDDOT on how we will keep the wetland project moving funding wise. We will almost 100% be phasing the Wetland Mitigation into two phases. **MOTION CARRIED paying invoice #15.**

Item #8 Airport Manager's report:

8a: Enplanements - Our load factor for May is 73.9%, total revenue passengers is at 2,285. This is a very good thing Roggatz stated. What the City of Aberdeen had done with the air service is that there had been a continuous trend of stability and a small amount of growth. Delta representatives were scheduled to arrive and meet with Roggatz this month, but this had been postponed until July. Johnson stated the Great Lakes Region enplanement report shows that St. Cloud had re-established their air carrier. Roggatz added the report also shows all airports in the region regardless if they are EAS or not. Roggatz had looked at some statistics on EAS program which is within the EAS program nationwide excluding Alaska, out of markets that have the CRJ 200's and the amount of funding received by those markets; we are 7th lowest on this list out of 20 markets. If you look at some of those markets that are doing better than Aberdeen, most of them are bigger than Aberdeen. From this aspect of it, we are doing a good job.

Note on other topics discussed is attached.

Presented outgoing Board member Kaiser with a plaque who served from 2004 through 2014.

Presented Kristina Broadhurst (daughter of) a plaque in memory of Dr. Kennon Broadhurst who served the Airport Board from 2001 through 2008 and 2011 until his passing.

8b: Ag Operator – Roggatz stated there is an Ag operator who is looking to start service here. This will be our 3rd one here, currently we have two. The ones who had been here are aware of the Ag taxilane that had been constructed. Roggatz had discussions with the two current Aerial applicators over the last two weeks. Roggatz thinks the two existing applicators on the field are in concurrence on trying to get a hangar construction started at least before the end of the construction season this year. The third applicator will start his service in the Ag area. Johnson stated there had been negotiations with the prior operators and we have to make good on this. Roggatz stated he had been informed by staff and had read up on some correspondence that had taken place prior to Roggatz coming here. Johnson asked with Performance Ag changing ownerships, are they still invested into this. Roggatz stated what was explained to him is that the aerial side is separate from the rest of the business.

Item #9 Other Items:

Kaiser stated in the 10 years there are some changes that were really good and others that he wished had gotten to. Things that are still outstanding are we need to have better signage to promote Airport usage and maybe coop on marketing with Delta. Kaiser had talked to the Atlanta office 2 or 3 years ago on this and they weren't negative. More direction from Delta would really help build our passenger numbers. Our numbers really haven't seen hardly any change. Our enplaning and deplaning passengers are less today, compared to when we had 4 or 5 flights a day. We are back because we have a 50 passenger plane and only goes twice a day. Roggatz stated we had decreased our available seats per day, but we are doing a fine job holding the load factor where it is and in fact increasing this over time with the current available seats that we have. Johnson stated our consumers are more confident flying the CRJ's which has helped our numbers. Roggatz added one thing he would like to add to our website is cost comparison calculator. With Perry joining the Board, the insight that he can provide us as a local resident/frequent business traveler will be beneficial for us to look at cost and marketing. One other thing Kaiser had pressed for was the mural and we finally got this done. The last thing is that he wanted 3 planters and got 2.

Erickson extends his condolences to the Broadhurst family. Dr. Broadhurst will be sadly missed.

Gellhaus moved to adjourn, seconded by Perry. Meeting adjourned at 12:25pm.