

MINUTES
ABERDEEN REGIONAL AIRPORT BOARD
Regular Meeting
March 5, 2015

MEMBERS PRESENT: Mike Erickson, Rolf Johnson, Carl Perry

MEMBERS ABSENT: Lon Gellhaus, Tom Black

OTHERS PRESENT: Cody Roggatz, Rich Krokkel, Lynn Lander, Doug Fjeldheim, Kevin Braun, Michael Schmit,
Rhea Ketterling

Chairman Erickson called the regular scheduled meeting of the Aberdeen Regional Airport Board to order at 11:00 am on Thursday, March 5, 2015.

Item #2 Approval of minutes from the February 5th, 2015 meeting – Moved by Perry, seconded by Johnson. **MOTION CARRIED.**

Item #3 - Adoption of the agenda – Moved by Perry, seconded by Johnson with correction on the date for the April meeting from 5th to the 9th. **MOTION CARRIED.**

Item #4 - Next meeting scheduled for Thursday, April 9th at 11:00am.

Old Business: None

New Business:

Item #5 Bills – Moved by Perry to pay the bills, seconded by Johnson. **MOTION CARRIED.**

Item #6 Financial Report – Moved to accept by Johnson, seconded by Perry. Received back pay for airline utilizing the jet bridge. **MOTION CARRIED.**

Item #7 AIP Proj. #3-46-0001-34-2014 Wetland Mitigation & Stormwater Improvements Phase 1 Recommendation to pay Helms & Associates, Invoice #5, Construction Administration and Resident Engineering services, in the amount of \$30,370.49 – Moved payment by Perry, seconded by Johnson. Runway is closed today. 3 of the 4 crossings underneath the pavement had been completed. The boring crew had completed the work far exceeding their timeline. We should be able to re-open the runway soon. Once this is done then electrical work for the lift station will be next. **MOTION CARRIED to pay invoice #5.**

Item #8 Recommendation to pay B&B Contracting Invoice #5 in the amount of \$448,145.52 for AIP Proj. #3-46-0001-34-2014 Wetland Mitigation & Stormwater Improvements Phase 1, materials stored on-site and work to date – Moved by Johnson, seconded by Perry. Work to date and materials on site are just about over 70% of the total project. Erickson asked will there be any materials left over. Schmit stated quantities of materials will be squared off at the end. We can also work with the ADO (Airport District Office in Bismarck) if we have extra money to do additional piping to use up some of the money on this grant. **MOTION CARRIED to pay invoice #5.**

Item #9 Airport Manager's report (Roggatz):

9a: Delta – February enplanements is 2,212 a 4.3% increase over February 2014; deplanements is 2,216 a 5.1% increase over February 2014. This is our best number since 2005. There was a Sun Country chartered flight here on Tuesday which headed to Moline, IL and Waterloo IA. There were 110 passengers that were on this flight. Delta magazine will be distributed to the City Council, Brown County Commissions, State Legislative, and Congressional representatives.

9b: Signage and Marketing – waiting on quotes from Western Printing and Quality Quick Print since there were no interest on what was presented last month. Also, looking to update our airport advertising that is in the baggage area. There is also one opening in the advertising board located in the baggage claim area which Roggatz had reach out to a local firm. Delta Sky magazine has a SD Profile in their March issue which Aberdeen is highlighted on page 103. Roggatz coop with the Chamber and CVB to get the full page ad for Aberdeen. Another advertising done was on the Midcontinent sports network during their highest rated games and we continue to run an ad in Aberdeen magazine.

9c: Upcoming Training/Meeting – Krokkel, Ketterling and Roggatz will be attending the SD Airport Conference this year which is schedule for March 17th through the 19th in Sioux Falls. Last year it was in Deadwood which Lander City Manager attended.

9d: Operations and Maintenance Report – Krokkel

- **Winter Event** – since last meeting we have had 5 snow events with just using sand
- **Equipment repair** – had a few minor repairs
- **Airfield Painting** - paint quotes received is about \$16,000. Staff will work long hours during the days that we are painting
- **Construction** – we have been providing escort for the construction crew onsite which ties our person all day

9e: Construction – the next construction meeting will be on March 6th. Update will be given on the 2nd bore. Runway is closed until March 16th until 11:59PM.

9f: FAA meeting – on February 18th Lander and Roggatz met with FAA officials and updated the Minneapolis office of what our plans are over the next 3 to 4 years. We'll hear sometime this year how much funding will be available for our proposed projects; both Phase 2 and decoupling of rwy 17/35. Lander stated the City can pay for engineering planning upfront for our proposed projects, if there will be money available for the projects. Roggatz added he and Lander had discussed this with Alberts, City Finance Officer. The City will be reimbursed later on when funding becomes available. Erickson stated they had done this before where they had the plans ready and actually received some discretionary money which steps the project up ahead a year.

10. Other items:

Removal of North Windsock – this was removed because of 20:1 penetration of Part77 (Standard Visual Approach Surface). A letter from the FAA was received requesting removal of this windsock or placing an obstruction light which is not financially feasible.

GA Service Road – Braun asked Lander, City Manager if this road is scheduled for chip sealing as he had received responses from people as this road is rough. Perry stated the Board rely on Roggatz and Krokkel to let them know of the situation. Braun thought that this road is under the Street department. Lander stated he will have someone look at this area.

Perry moved to adjourn, seconded by Johnson. Meeting adjourned at 11:50 am.