

**MINUTES**  
**ABERDEEN REGIONAL AIRPORT BOARD**  
**Special Meeting**  
**January 13, 2012**

**MEMBERS PRESENT:** Mike Erickson, Rolf Johnson, Steve Kaiser, Nate Zeeb, Dr. Kennon Broadhurst

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Mike Wilson, John Aman, Kevin Braun, Bob King, Rhea Ketterling

Chairman Erickson called the special meeting of the Aberdeen Regional Airport Board at 11:36am, Friday January 13, 2012.

**Item #2** – Broadhurst moved the adoption of the agenda, seconded by Zeeb. **MOTION CARRIED.**

This special meeting is being held because of an item brought at the regular meeting on January 5<sup>th</sup>. The item was an addendum to Lease #71 changing Hangar 9 lease from Limited FBO to Full Service FBO. Since this item was not on the posted January 5<sup>th</sup> agenda, the action taken is voided.

**New Business**

**Item #3 – Approval of Addendum to Lease #71 changing Hangar 9, Inc. lease from Limited FBO to Full Service FBO** – Broadhurst moved to remove the item from the table. Wilson disagreed and explained that this item was tabled in October 2011 and we incorrectly had it on the agenda in November 2011 and it was voted against. There, we had a procedural mistake by not removing it from the table and voting on it in November. This is no longer on the table because it was denied in November. Broadhurst stated this is fine as long as it was clarified. Wilson stated he went over this with the City Attorney. Wilson apologized for the confusion and thinks that tabled items are cleared up now and it must be on the agenda. Broadhurst moved approval of the addendum to Lease #71 changing Hangar 9 lease from Limited FBO to Full Service FBO, seconded by Kaiser. Wilson stated he contacted the Flight Standards District Office (FSDO) out in Rapid City yesterday to verify that Hangar 9 has the 145 Certificate approved which is the Repair Station certificate and their Part 135 Charter Certificate is also approved. Hangar 9 has the required aircraft; the twin engine and single engine for training which are capable of instrument flight. They also have a twin engine for Charter. The fuel trucks are being delivered on Sunday and inspected by the Fire Marshall on Tuesday. This is an item they still have to meet the requirement and approved by the Fire Marshall. Wilson added that they still have to meet our certification requirement for personnel training. Broadhurst stated there might be other items that they do not qualify for, but we normally offer the chance to the lessee if they would like this discuss this in close session or proceed in open session as we are now. Broadhurst thinks we should offer this now as he thought State law would allow it discussed in closed session if the lessee wants it. Wilson disagrees. Wilson does not think any item that the Airport Board has to approve would have to go into a closed session. Broadhurst stated this is fine. Wilson stated he can check with the City Attorney. Wilson added that there had been closed sessions before and the City Attorney indicated there should not have been. This is something that is public knowledge. Aman stated he agrees with Wilson. Aman does not see any reason for this to be in closed session. Broadhurst stated this is nice to hear because somewhere along the way, someone would come back to the Board and say this was not handled like we handled some of the others. This was before Wilson's time. It's just a matter of being consistent. As far as Broadhurst is concerned everything is fine, we can go right ahead. He has a motion on the table and we go on and handle it as Wilson sees fit. Kaiser asked is there any reason why the Board should not vote on this. Wilson stated we have other rules in place that every FBO has to meet. They are meeting the requirements. They did get the two certificates that could have slowed this down. Kaiser asked on the fuel, can they dispense right away. Wilson stated the Fire Marshall inspects everything. Once everything is approved by the Fire Marshall then they will be able to as long as they are meeting the supervisory training course that every other FBO's has to do every two years for fuel. Our Certification Inspector comes annually and inspects FBO's facility and notes any discrepancies they have to fix. Kaiser asked Aman how close are they to being ready to dispense fuel. Aman stated as Wilson had said the trucks are due between now and Sunday. It's already been scheduled on Tuesday with Fire Marshall Thompson to inspect both trucks. Until Aman has the Fire Marshall reports on the vehicles, they cannot dispense fuel out of the trucks. The only one they can dispense out of is the 100LL self-service island. Wilson stated he will still need the documentation on the training. Aman stated they still need to have the form turned in that

shows that Daryl Theobald as the Master Fueler and what his certificate number is and meeting all the training requirements. Broadhurst stated he hates to be a stickler on things, but the addendum has two blank spaces where dates should be filled in before the Board signs the addendum Wilson stated the date that we are using for both blank spaces is when it was ratified and signed by the City Council which October 13, 2009. **MOTION CARRIED** approving the lease addendum to Lease #71, Hangar 9, Inc.

In our January meeting the agenda was approved, but a date shown on the agenda was incorrect when we adopted the agenda. There was a question wondering if we had to re-adopt the agenda due to this change. Wilson had talked to the City Attorney on this. The City Attorney had said if everything on the agenda cannot be changed, then why are we having meetings? As long as it's on the agenda the information in there is subject to change (the board has the ability to approve or deny and modify items). We do not need to go back and re-adopt even though we changed the date of the next meeting after adopting the agenda. Our requirement is posting the agenda 24 hours prior to the meeting in our normal public space. We also post the agenda on our website and send it to the newspaper.

Zeeb moved to adjourn, seconded by Johnson. The meeting adjourned at 11:48am.