

MINUTES
ABERDEEN REGIONAL AIRPORT BOARD
Regular Meeting
August 7, 2013

MEMBERS PRESENT: Mike Erickson, Rolf Johnson, Steve Kaiser, Dr. Kennon Broadhurst, Lon Gellhaus

MEMBERS ABSENT:

OTHERS PRESENT: Rich Krokkel, Lynn Lander, Michael Schmit, Gary Christiansen, Kevin Braun, Jeff Bahr, Alan Johnson, Rhea Ketterling

Chairman Erickson called the regular scheduled meeting of the Aberdeen Regional Airport Board to order at 11:32 am on Wednesday, August 7, 2013.

Item #2 - Approval of minutes from July 2, 2013 meeting – Kaiser moved approval, seconded by Johnson. **MOTION CARRIED.**

Item #3 Adoption of the agenda – Moved by Gellhaus, seconded by Kaiser. **MOTION CARRIED.**

Item #4 – Next meeting is scheduled for Thursday, September 5th at 11:30am.

Old Business:

New Business:

Item #5 Bills – Gellhaus moved approval of the bills for the month of July, seconded by Kaiser **MOTION CARRIED approving the bills.**

Item #6 Financial Report – Kaiser moved approval of the financial report for the month of July, seconded by Gellhaus. Broadhurst asked are we always a month behind in rent from the airlines? Yes, the rent for common/joint space is, but the exclusive space is a month ahead. The common/joint space amount can change and this is how the contract is set up. Broadhurst stated the reason he asked is if the airline would file bankruptcy then we would be stuck with the bill like we have been before. Usually rent is paid in advance and we never seem to do this with the airlines. Erickson asked what could change in the common's billing. Sometimes there are badges added on and or other miscellaneous item like painting. We will ask Wilson why this is set up this way. **MOTION CARRIED approving the financial report.**

Item 7: Recommendation to pay Helms and Associates invoice #7 in the amount of \$8,085.25 for AIP Proj. #3-46-0001-33-2013 Wetland Removal and Storm Water Improvement, 41% complete – Gellhaus moved approval, seconded by Johnson. Schmit from Helms stated we obtained some proposals from three different Certified Wildlife Biologists to do an evaluation of the existing wetlands. This is coming from the FAA to take a second look and to see what their potential is as far as wildlife impacts compared to the Wildlife Hazard Assessment and Mitigation Plan that the Airport currently have. If we can possibly leave some of the wetlands alone or modify versus filling in and getting rid of them. To look at things we can do to possibly eliminate some cost that would be beneficial. These are all coming from the FAA in Bismarck and the Environmental Specialist in Chicago. The proposals were received last week and Schmit will review them and do an evaluation of all and meet with Wilson when he gets back. Erickson asked what cost are we looking at. Schmit stated it ranges from \$6,000 to \$11,000. Erickson stated this could save us some money in the long run. Schmit stated yes, it could save us a lot of money in the long run. **MOTION CARRIED to pay invoice #7.**

Item #8 Request to build a 50x60 hangar by Jeff Stohr - Johnson asked where does Stohr wants to build his hangar. Krokkel stated next to Aman's hangar. Johnson asked does it need to have an easement between the two hangars. This would have to be whatever spacing is required. Kaiser asked how much land will we have left in square footage from this hangar. Johnson thought at least 200. Krokkel stated there's probably room to build 3 more

hangars in this area. Kaiser asked are we taking a prime spot for a business to develop here. It was reported that this spot was approved by Wilson. Erickson added this area is designated as hangar spaces. Johnson stated in order to be on the ramp, one has to have a commercial business purpose. Gellhaus stated Stohr is a former pilot and had been for a number of years. Gellhaus moved approval of Stohr's request to build a hangar, seconded by Johnson. **MOTION CARRIED.**

Item #9 Airport Manager's Report

9a: Air Kraft Spraying Hangar – They will start building their hangar possibly in August. The lease will start when they occupy the new structure and terminate the existing lease at the same time.

9b: FAA Grant Application – The application is due at the end of the month and it will include a Fire Truck. The size is undetermined at this time. Wilson is waiting for FAA to decide if we are eligible for an Index B vehicle. This would be the 1,500 gallon tank. Wilson had sent more justification to FAA on this yesterday.

9c: Air Show – There will be a group 4 performers, each doing 2 performances. The Vanguard Squadron will be at the show which was confirmed this morning. There will also be 3 – T6's that will be performing twice. Duggy the DC3 was planned to be here with Sky Divers jumping. The cost turned out to be very expensive, so Duggy was cancelled.

9d: Mural – Wilson had spoken with the Arts Council last week. They were busy with Storybook Land Festival. They should be able to meet with Wilson later this month to work on the proposal. Kaiser asked if we are still looking at NSU students doing this. It was reported that the proposal will go out to those who are interested. There have been a couple of people who had contacted Wilson, NSU and maybe even Central Art students. We are looking at the Hold room and may be even the baggage claim area. Kaiser asked if we have any idea on the cost involved. Johnson stated there has not been any discussion on this. It was reported that Wilson might be looking at cost of supplies. Broadhurst stated people will not do anything for nothing now days. It was reported that this might come up when they work on the proposal. Kaiser stated we do not have any control if they are not getting paid. Broadhurst agreed. Erickson stated we will know more when the proposal comes out.

9e: Hwy 12 Project/Air Show – Erickson stated the concrete on the driveway is now laid out and thinks that it might be open for the Air Show. Krokkel stated the GA area will be. We will be using this area for parking. Erickson asked if someone wants to volunteer, what time they have to be here Saturday. Krokkel stated it will be on Sunday. We think that Hillestad wants the volunteer to work on shifts. Erickson asked what about set up? Krokkel stated we will start setting up this week. Johnson asked has the committee started meeting weekly. Yes, they started their weekly meeting on the 1st of this month. This is when the group decided to cancel Duggy. Tomorrow's meeting is cancelled. The following week is the regular scheduled meeting and the last meeting is on the 22nd, 3days before the show. Broadhurst asked has the group collected enough money to pay for all that had been planned. We are close, but we will still take donations. Kaiser asked how much is Duggy. Duggy is \$6,000 and this does not include the Sky Divers. The performers that had been confirmed are Darryl Massman's group from Wisconsin and the Vanguards. Braun asked if the time has been set for this event as he had heard and read many different times. At the last meeting, the Air Show will start at 10:00AM. The gate will open at 9:00AM. With Duggy and the Sky Divers being cancelled, Wilson thought that the show will be done by 2:00PM. Kaiser asked will there be lunch serve. The vendor that Aman contracted will serve corn dog, fries and lemonade. Erickson stated that he talked to Aman this morning and it sounds like there will be breakfast at Caven's hangar that Hillestad is putting together. Yes, there will be a pancake breakfast from 7:00AM to 9:00AM for pilots who fly in and for volunteers. Johnson stated it will be 10 days after the show when this Board meets again. There are enough vested interests in this Board and we have questions. Johnson stated he is interested in the results. If the Air Show committee is willing to come to the next meeting and share with the Board the result of the show.

Item #10 Other Items:

10a: Early Flight – Kaiser stated a number of people had talked to him; Chamber member and Chamber Board about the Airport. We expect people to come and fly and then we move the flight to 5:20AM, which means people have to be at the Airport by about 4:30AM. Johnson stated he actually like this. There are connections, when you travel to the east coast; they are already an hour ahead. Kaiser stated there are two sides to the question and he will not argue this. Kaiser thinks there are a lot of people that thought it was just fine being where it was. Johnson stated

this depends on where they are going. Kaiser stated he is just passing what he knows. Johnson stated this is the way it was the majority of time when he was in business. It was early 5:30'sh, when it was Mesaba. Johnson was able to get in, do business and get back home the same day. Lander, City Manager stated this is a double sort. There are people complaining that SkyWest needs to change their program for better service and here they are offering one and if in fact it does not work they will switch it back to the present time. As Johnson had stated if you are going east you do not have to sit for hours and wait for your next tie in to go east. SkyWest will wait and will see what the numbers are and the numbers will tell us the story. Kaiser stated the other thing is the number of flights. Are we even near on getting a 3rd flight. Christiansen, DGS manager stated we will get an extra flight for the hunting season starting October 18th, which is scheduled for 5 weeks period for 5 days a week. As far as ongoing, they are not committing to doing this. Kaiser asked how full are our flights? Christiansen stated we are running about 75 to 80 percent full, in an out. Fargo and Sioux Falls has a 5:35AM and 5:45AM flight and it's amazing how full these flights are. Councilman Johnson thinks that in a recent Council meeting, Wilson had reported that to go from 2 to 3 flights might cost the City between \$500,000 to 1.1M. Lander stated very much so, as they are getting paid 1.2M now for 2 flights, seven days a week. The minimum number of seats is 62. The minimum amount on Essential Air Service is 2 flights a day. We are actually getting a bonus by having a CRJ here. If we go to Beach Craft 19, yes we get more flights but lesser seats and no restroom. Lander added he did a preliminary estimate on the University's impact on our passenger load and it is only 3%. Councilman Johnson asked if the change to the earlier departure hour is customer driven or is it Delta. Christiansen stated he has had several customer complaints and all he can do is direct them to Delta.com to issue their complaints. Johnson stated what is interesting is that these people will actually write a complaint and those who appreciate it will not bother. Broadhurst stated are the pilots getting enough rest. Christiansen stated the crew that comes in at night, this is their first flight and they turn the plane around in the morning and they are done for the day. Braun asked if this would move the schedule for snow removal at least an hour early. Krokkel stated our morning person will come in at 4:00AM and we will evaluate this as we move in to winter. Lander stated Wilson had informed him since we went to jet service; our passenger load had increased 30% versus the turbo prop. Lander added he also checked Jamestown and Watertown, since they went to the Beach Craft 19 they went down 25%. Johnson stated he is interested on finding how big of a territory we serve. Christiansen stated there is quite a few from North Dakota as they have had to deliver bags. Gellhaus stated it would seem that there would be more advantage getting up an hour earlier than losing what we have.

Johnson moved to adjourn, seconded by Gellhaus. The meeting adjourned at 12:15pm.