

MINUTES
ABERDEEN REGIONAL AIRPORT BOARD
Regular Meeting
January 8, 2015

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

MEMBERS ABSENT: Tom Black

OTHERS PRESENT: Cody Roggatz, Rich Krokell, Lynn Lander, Michael Schmit, Terry Helms, Doug Fjeldheim, Rhea Ketterling, Elisa Sand

Chairman Erickson called the regular scheduled meeting of the Aberdeen Regional Airport Board to order at 11:00 am on Thursday, January 8, 2015.

Doug Fjeldheim, originally from Pollock is the new Brown County Liaison on the Airport Board. He's recently been elected to Brown County Commission. He looks forward with the working with the Airport Board.

Item #2 Approval of minutes from the December 4, 2014 meeting – Moved by Perry, seconded by Johnson. **MOTION CARRIED.**

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

Item #4 - Next meeting scheduled for Thursday, February 5th at 11:00am.

Old Business: None

New Business:

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

Item #6 Financial Report – Moved to accept by Johnson, seconded by Gellhaus. **MOTION CARRIED.**

Item #7 Recommendation to pay Helms & Associates, Invoice #3, Construction Administration and Resident Engineering services, in the amount of \$32,673.13 for AIP Proj. #3-46-0001-34-2014 Wetland Mitigation & Stormwater Improvements Phase 1 – Moved payment by Perry, seconded by Gellhaus. Work is through the end of December. Pipe work is down to the last mile. Progress is very good. The lift station structure they are looking at in the next couple of weeks depending on weather. There had been no impact on operations on the little bit of work that had been done on the airfield. **MOTION CARRIED to pay Invoice #3.**

Item #8 Recommendation to pay B&B Contracting Invoice #3 in the amount of \$482,894.50 for AIP Proj. #3-46-0001-34-2014 Wetland Mitigation & Stormwater Improvements Phase 1, materials stored on-site and work to date – Moved by Gellhaus, seconded by Johnson. Work completed is through the end of December. Primarily this estimate covers the force main work and rip rap fabric are what's mostly covered by this invoice. **MOTION CARRIED to pay Invoice #3.**

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

9a: Delta enplanement – 2014 enplanements up 2.6% over 2013, 2014 deplanements up 5.7 % over 2013. Overall, our best year over 2006/2007. Total enplanement is up over 27,000 and deplanements up over 27,500.

9b: Training and Conferences – in house training on writing incident report. There was a minor incident on the airfield on Sunday December 21st; Cessna 340 was involved but no fault on the airport.

9c: Maintenance Report – Krokell:

- **3rd Winter Event** – we had 2 frost events, 2 ice events and 2 snow events in December. We used about 1,600 gallons of de-ice fluid and went through about 45 tons of sand. We took delivery of 4,400 gallons of de-ice fluid on January 2nd and waiting on 80 tons of sand to be delivered.

- **Fire Trucks** – We did some repairs on the firetrucks; ball valve repair on Rescue 6 and a dry plug for the new Rescue 10.

- **Equipment repairs** - Volvo blade is currently out of commission; getting the table rotation cylinder repaired at Dakota Fluid Power. We are currently working on bent arms on the MB Broom. Also replaced cutting edges on one of the plow trucks and had ordered more cutting edges.

9e: NVC sign – they placed a more permanent sign as they plan to continue to provide free Wi-Fi for airport customers. Gellhaus suggested sending a note to NVC on providing the free service to our passengers.

9f: Advertising on bins – talked with the City Planning Department on what is allowed and not allowed. We need to talk to the owners and also look at the feasibility on putting painted info on bins.

9g: Construction – Continuing Resolution's deadline is September 2015 which makes the planning for future projects a challenge. Roggatz had met with CFO Alberts and CM Lander to discuss our financial portion for projects in the next 5 years. A future meeting is also scheduled with Helms and FAA representatives to discuss funding for these future projects.

10. Other items:

Gellhaus moved to adjourn, seconded by Johnson. Meeting adjourned at 11:41 am.