

MINUTES
ABERDEEN REGIONAL AIRPORT BOARD
Regular Meeting
July 9th, 2015

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

MEMBERS ABSENT:

OTHERS PRESENT: Cody Roggatz, Doug Fjeldheim, Mark Caven, Ryan Gengerke, Darrell Hillestad, Jeff Williams, Gary Dahlerup, Mike Schmit, Elisa Sand, Rhea Ketterling

Chairman Erickson called the regular scheduled meeting of the Aberdeen Regional Airport Board to order at 11:00 am on Thursday, July 9th, 2015.

Item #2 Re-organization of the Board – unanimous vote to keep same officers; for Chairman Mike Erickson, for Vice Chair Rolf Johnson.

Item #3 Approval of minutes from the June 4th, 2015 meeting – Moved by Black, seconded by Perry. **MOTION CARRIED.**

Item #4 - Adoption of the agenda – Moved by Gellhaus, seconded by Black. **MOTION CARRIED.**

Item #5 - Next meeting scheduled for Thursday, August 6th at 11:00am

Old Business:

New Business:

Item #6 Bills – Moved by Perry to pay the bills, seconded by Gellhaus. **MOTION CARRIED.**

Discussed:

- Core Engineering and Consulting: this is a required testing for soil on the field prior to the 17/35 Decoupling project. Will be reimbursable at 95% when funded is granted.
- Lien Transportation: tack oil (not reimbursable) applied on rwy 17/35 to cover up old markings which is an interim measure until we mill and overlay this runway. The hope is to do this one more year.

Item #7 Financial Report – Moved by Perry, seconded by Black. **MOTION CARRIED.**

Item #8 Recommendation to pay Helms & Associates, Invoice #9, Construction Administration and Resident Engineering Services; in the amount of \$19,483.85 for AIP Proj. #3-46-0001-34-2014 Wetland Mitigation & Stormwater Improvements Phase 1 – Moved by Gellhaus, seconded by Black. Work left to do seeding at Willow Lake and waiting on pump delivery and its installation. We will work with GFP when seeds are applied. We will only pay for seeding at one time. The type of seeds that will be applied will follow our Wildlife Hazard Plan. The contractor is also correcting some of the rip rap that had some weed growth. As for preventive maintenance on the pumps once installed. Krokkel will work with the City Pump department to pull pumps out once a year. Running them once or twice a year will help them lube up. **MOTION CARRIED to pay Helms & Associates Invoice #9.**

Item #9 Recommendation to pay B&B Contracting, Invoice #9 in the amount of \$160,727.45 for materials and work to date on AIP Proj. #3-46-0001-34-2014 Wetland Mitigation & Stormwater Improvements Phase I – Moved by Black, seconded by Perry. **MOTION CARRIED.**

Item #10 Recommendation to pay Helms & Associates, Invoice #2 in the amount of \$16,481.60 for Design Phase of Runway 17/35 Decoupling Project, AIP Proj. #3-46-0001-35-2015 – Moved by Gellhaus, seconded by Black. **MOTION CARRIED.**

Discussed:

- Start of project is fall of 2016
- Worked with FAA in Chicago regarding the Construction Safety Plan. Project will have multiple phases. Barricades will be provided by the Contractors
- ILS system for 31 or any approaches for 13 will not be touched
- New connectors (1 on the new North end and 1 on the South end) will be created. 2 old connectors (C1 and C3) will be taken out

- Follow the new FAA engineering standards on taxiway layout
- The goal is to get the RPZ (Runway Protection Zone) inside airport property and get the ability to get the GPS for 17
- Approach end of 35, RPZ's will be within airport property and inside the perimeter
- Move ARFF road, get Fire Department input on where new road should be
- 31 ILS should only be affected when 17/35 is shutdown. There should not be a need recertify the ILS as we are not changing or moving anything. The ASOS is a debate tied to the 13/31 project which is slotted for 2017-2018. Plans for this has not been developed
- South end of 17/35 work: reason we're not able to keep 17/35 open is there will be multiple work on the whole length of the runway (milling, overlay & excavation). Work is necessary as the pavement is at the end of its useful life. Closures will be minimize as possible. Certain phase of the project displaced threshold will be analyze and allowed, if possible.
- Pre-Design meeting will be held (FAA Requirement to do one). Users of the airport will be invited (GA community and Ag sprayers)
- Other work pertains to 17/35 project are painting and electrical.

Item #11 Airport Manager's report (Roggatz):

11a: Airline Operations – Total June enplanement is 2,009, total deplanements is 2,276. There were no cancelled flights (departures or arrivals). There were 44 passengers boarded the Sun Country charter on June 18th here in Aberdeen destination Laughlin, Nevada.

11b: Part 139 Inspection

- Aberdeen Flying Service added required new sign to their Self-Service island
- Quest Aviation added required signage to their Fuel farm
- Tack oil applied to Rwy 17/35
- STOP signs are on hand. We have 5 areas where we have access to a runway or taxiway from a service road. STOP signs need to be installed for service vehicles. Also working with City Sign department on specialty signs that we will add along with the STOP signs.
- \$16,000 worth of paint delivered and will be used for painting 13/31. There will be runway closures periodically due to surface painting. Weather condition will be checked before any closures is done to minimize impact on users.

11c: Operations and Maintenance Report

- **Red Ford** – replaced catalytic converter, O2 sensors, plugs and boots.
- **Jet Bridge** – A week and a half ago there was a flat tire. Tires are on order and once on hand it will be shipped to Sioux Falls to get filled. Jet bridge is out of service for the next 2 to 3 weeks.
- **Tractors** – PTO work on both of the tractors used for towing mower deck.
- **Oshkosh** - blower motor has leakage issue. This is at Dakota Fluid Power now.
- **Segmented Circle** – new light kit installed. The old one was destroyed in the wind storm. We also had some issues with our lighting on the field.
- **Private Screening window** – was found broken. House of Glass replaced the window.
- **Annual inspections on building** – completed and had been submitted during the monthly City Safety meeting.
- **Millings** – asphalt millings had been put down on the Fuel Farm road.
- **Mowing/Spraying** – continued to mow and spray across the whole field.

11d: Construction – advertisement will be place this week for Requests for Bids for Phase II of the Wetland Mitigation and Stormwater Improvement. Bid opening will be on August 4th.

11e: Emergency Exercise – was held Wednesday, June 10th. There were 22 participants from our emergency partners.

11f: 2016 Budget-Capital Improvement estimated at \$5.3M: to cover 25% of the Wetland Improvement and Stormwater Project, Phase II completion and estimated over 50% work completed on the 17/35 Decoupling Project.

12. Other items:

Black moved to adjourn, seconded by Johnson. Meeting adjourned at 11:45 am.

APPROVED BY :
 ABERDEEN AIRPORT BOARD
Michael Eriksson