

MINUTES
ABERDEEN REGIONAL AIRPORT BOARD
Regular Meeting
January 6, 2011

MEMBERS PRESENT: Mike Erickson, Rolf Johnson, Nate Zeeb, Steve Kaiser

MEMBERS ABSENT:

OTHERS PRESENT: Bob King, John Aman, Darrell Hillestad, Mitch Aman, Gary Dahlerup, Sam Muntean, Rhea Ketterling

Chairman Erickson called the regular scheduled meeting of the Aberdeen Regional Airport Board to order at 11:32am on Thursday, January 6, 2011.

Zeeb moved approval of the minutes from the December 9, 2010 meeting, seconded by Kaiser. Motion carried.

Old Business: (Marketing for Storage Shed) King stated he talked to Bauer, Regional Elite Station Manager who was going to check with his people. We have not had a response. (Hay lease – Allen Beckler) King stated Beckler had said last meeting that we have not paid him for the fertilizer. We have not received a bill, so King contacted him. Beckler sent a copy of the bill and this is being paid now. (Lights for the signs) Kaiser asked the status on the lights for the two signs. King stated it is in the process of being installed. They are waiting for a part. We did get two proposals and Ringgenberg had the low bid. (Advisory Circular for Hillestad) King stated he sent Hillestad a letter stating what the Advisory Circulars where he can find the information which would be several hundred pages so Hillestad can review it at his convenience. Hillestad stated he received the letter King sent and looked up the Circular. He had downloaded the information. As far as he can find, there is nothing in the Circular about the 15 minute closure of an airport, 15 minute PPR on the information that King sent. King stated there is nothing in there on this. It's a requirement that we close the airport when we have a snow removal. They recommended we close during a snow removal. So we do not have to close, we issue the 15 minute PPR so the pilots can still come in and we have sufficient time to get our staff off the runway. Hillestad stated King is not listening to him. Hillestad can get a letter from all his insurance companies. He has three different airplanes and three different insurance companies. He cannot land here because there is nothing on recording that says that airport is open. If something happens he is landing at his own risk because there is no recording on 122.7 that says you can open the airport. If he is a pilot from the east coast and flying cross country and he is out of gas, he is not going to land in Aberdeen with the close Airport. King is taking business away from all the FBO's as he is not going to land here. Hillestad stated what he is trying to say is how long King takes to clean the runways; close the airport, clean the runway and then open it. King stated this will depend on how much snow we have, how much drifting we have; it could be anywhere from an hour and a half up to two hours. For this last snow event we have over New Year's, this took us two days. Hillestad stated so the Airport was basically closed for two days. Did we have the 15 minute PPR NOTAM for two days? King stated he did not. He just plainly closed the Airport. He did NOTAM a 15 minute PPR around Christmas, but is unsure of how long we had it out. Hillestad asked how many trucks do we have. King stated the most we would have out at one time would be five pieces of equipment. Hillestad stated doing the math roughly with our runway it would take 20 minutes and 2 minutes turn around on each end. He thinks that the Airport should be closed about an hour just for the runway and open it back up. King stated generally it is about an hour and a half in the past for one inch of snow to clean the main runway and main taxiway. Hillestad stated we have two runways, so if we keep one open and rotate back and forth. If the weather is down to 400' they can still do the approach at 35; they can do one or the other the runways. King agreed. When King did this PPR; when Hillestad last checked it was 6:00a till 2:00pm. This was 8 hours where Hillestad can't land. If King would close a runway, work on it for an hour and open it up with personnel and equipment working, Hillestad can work around with one or the other runway. Hillestad talked to Bismarck and they do not recommend it. All of his three insurance companies do not recommend it. The information he had downloaded has nothing about the 15 minute PPR. The only person he knows of that is talking about this is King and he can't get him to break this habit. Bismarck does not recommend it and Hillestad said that Bismarck was going to call King as they said they were going to. King stated they never called. Chairman Erickson asked how fast is the information comes back once we closed the Airport until we open again. King stated generally fifteen to half an hour. Hillestad stated we have two runways; we can clean one and switch over to the other. There is no reason to close the Airport, not unless we have a blizzard which he understands. There are no other airports the do this. He does not understand where this got started. If King wants Hillestad to get a letter from his insurance companies he will. They do not recommend this, Bismarck doesn't recommend it, Pierre does not recommend it and the only person that does is King. It's just like talking to nobody; Hillestad had mentioned this to King but King insists on doing this. He does not know if he should just wait until the new manager comes and talk to him. He just does not understand. King sent him a letter which states nothing in any of the information about the 15 minute PPR. It does states about closing the Airport which he agrees with; like when we had the blizzard. Hillestad stated just work with them is all he is asking. Gary Dahlerup local pilot stated the other thing is how are they going to get 15 minute approval. They have to be 100 miles out. This PPR is not in the regs. Kaiser stated part of our problem is that we do not have somebody to talk to the pilots all the time. Hillestad stated this is part of it. King stated every piece of equipment that goes out on the runways has an aircraft radio so we can communicate with the pilots. Hillestad stated this

is a great thing and they do a very good job at this. He does not have a problem with this. He is worried about covering his boss's liability. They cannot use this Airport when we have this 15 minute PPR. His insurance says no. Zeeb asked is there a reason we don't rotate to clean the runways like Hillestad is suggesting. King stated majority of time when we do a snow removal, we check with the Weather Service. For the amount of staff we have King has to split staff and run all day long. With two guys possibly three doing snow removal, there is no way we can maintain both runways in an acceptable condition that needs to be to make it safe for pilots to land. The reason King does the 15 minute PPR is strictly for safety reasons for our staff. King wants the pilots talking to him or his staff so we have time to safely exit the runway; for the safety of both the pilots and his staff. His staff are people; they are human beings they worry about their liability. What about the Airport's responsibility and liability when we have a piece of equipment or personnel on the runway. Who is liable then? All King is trying to do is stress communication between the pilot and his staff to have it safe. Hillestad stated he agrees with the safety part. To have the 15 minute PPR if we are cleaning the runways for an hour he agrees with, but to leave it on for 8 hours. Chairman Erickson stated he does not like the situation where they are 15 minutes out and they can't even get a hold of us. King stated he can drop it down to 10 minute PPR. The whole reason King is doing this is for staff to have time to get off the runway before the pilot can land. Aman stated there are other ways to worked around this versus closing the entire Airport and pushing aircraft to other areas where we are going to lose fuel sales and inconvenience the people that fly out of here. Kaiser asked if there is an FAA regulation or advisory on snow removal equipment. Hillestad stated they would recommend if you are on the runway to close it and get it clean. Kaiser asked is the runway closed or airport. Hillestad stated runway. Dahlerup stated you can bring this up too. We can close both runways and the Airport is closed. Dahlerup stated what this 15 minute PPR is made for is for airport that has a control tower and we do not have a control tower. Chairman Erickson asked if King has a problem dropping this until the Airport Manager is on board. King stated yes he does; strictly for safety of staff. He will not have somebody come in land on them because the Airport Board along with the Airport Management is responsible for safety. Chairman Erickson stated he is talking about closing the runway and not do the PPR. King stated we can definitely close the Airport. Hillestad stated he agrees with an hour and a half. Dahlerup stated he does too and is better to close it rather than have a gray area. Hillestad stated he does not understand what the difference is because if we are on the runway and we have a ridge of snow and we are not done cleaning, we are not going to let them land anyway until we are done cleaning. Once it is clean, the 15 minute is not going to help anything because of the fact that it is either clean or not. King suggested tabling this until the new Airport Manager comes in. Chairman Erickson suggested that we just close the runway down and just wait on the 15 minute PPR. Kaiser asked what Muntean thinks about this. Muntean from Helms and Associates stated they do not deal with snow removal or operational at all. This is outside his expertise, but his understanding of the 15 minute PPR is that the FAA requirements are that if snow removal equipments or any equipment is out on the runway doing work where they are not going to be able to move out, you are to close the runway. So, if we are out there doing snow removal that runway should be closed. The idea behind the PPR whether it is 5, 10, 15 or 30 minutes is that we can close the runway, but we can still give guys a way to come in to the Airport even though we closed it. We can try stay somewhat operational and somewhat flexible if we know somebody is coming in because they can call and tell us when they will be here and we can prepare for them and can get clear for them. Muntean thinks this is the intent behind this. Muntean understands Hillestad frustration when it is going long and also the insurance company telling him there is no way to document that he has gotten permission. Muntean stated the intent behind this is not to cause more problems for pilots. The intent behind this was trying to increase the flexibility for everybody and yet keep it safe for the guys out there plowing snow and not have them surprise by aircraft coming in. Hillestad stated his recommendation is for him and King to call Bismarck together. Muntean stated he does not disagree that it would probably be best going back to what we did before; closing the runway when we are out there on the runway until we have the new Airport Manager here then set up a working group and let him come up with the best solution. Hillestad stated if there is some way to record it or some record that they have permission to land, Hillestad would agree with it. It is a good system, but we have no recording, no way of ever telling that the Airport is open so in his eyes and his insurance company's eye it is closed for 8 hours. If King would do the 15 min PPR for an hour and a half, Hillestad would be fine with this. King stated he wanted to have noted that the air carrier and the freighters do land and have no problem with it. Dahlerup stated this is not true; the FedEx guys are complaining all the time. Hillestad stated the difference with these guys is they are on a schedule and we are prepared when they come in. King is correct they do land. Hillestad added the FedEx guys had said that they talked to their CEO and their CEO is checking in to it and we might get a letter from them. As for UPS/Business Aviation, Hillestad have not talked to them. As for Mesaba we know when they land and we are prepared for it. Zeeb stated this is something that needs to be address with the new Airport Manager. Hillestad stated he agrees and he appreciated King's effort but it did not tell him anything.

Kaiser moved approval of the bills for the month of December including the Northern Electric bill, seconded by Johnson. Motion carried.

Kaiser moved approval of the December financial report, seconded by Johnson. Motion carried.

King stated we do have the bids for the signs to have this lit. The other is he had asked Bauer about advertising on the Storage Shed which we have not heard anything back. Kaiser stated he talked to Julie Johnson, Absolutely Aberdeen about drafting the marketing plan. Do we have this budgeted this year? Kaiser stated we used to have \$7,000 to \$10,000 in the budget and this money is usually allotted for by Osborn six months ahead of time of what it is going to be used for. Chairman Erickson stated not that he is aware of as it is a 2011 budget. Kaiser stated he will sit down with Julie Johnson and draft a plan and is wide open to suggestions. Kaiser is thinking of maybe doing some signage work around here and getting out on the highway with a sign using

us and Delta Airlines might be one way to use this money. King stated one other thing we use the marketing money for is for putting up the Air Show. We use this to cover the acts that we have. We have not had an Air Show meeting as to when we are going an Air Show this year. This is something that King will bring to the new Airport Manager. Kaiser asked if they had a final meeting on the BarnStormers event. To Kaiser, it seems that we did a lot of work for not a lot of people. The Chamber said that there were more people than what Kaiser thought there was. King stated he thought that it went well and that there were a lot of people that showed up. Johnson stated it did not do well on Thursday, the first day, but it really picked up on the weekend. King stated they had five airplanes giving rides non-stop. Hillestad stated he heard a lot of great reviews. A lot of people loved the ride. Aman thought that the first day there was intermittent rain showers that pushed the planes into the hangars. Hillestad stated he does not know how much financial the Airport ended up with, but for advertisement for the Airport it was great. Kaiser thought that we put in \$5,000 for this. King stated generally we put in \$5,000 to \$7,000 on an Air Show which takes the majority of the Airport marketing. Chairman Erickson thought it was \$2,000 or \$3,000. Kaiser stated if anybody has any suggestions on where to promote the Airport usage, which is what Kaiser is looking for. If anybody else has any other ideas, they can certainly turn them over. Kaiser thought that maybe we can get Absolutely Aberdeen and the Chamber to go along with us to help out and Delta. Chairman Erickson stated maybe Julie Johnson and Kaiser can sit in an Air Show committee. Kaiser stated it seems to him either Osborn or Roeker Air Show Chair told him that we might go every other year starting this next year. Johnson stated this is now because this was an alternate year. Aman thought this was about a year ago when they talked about alternating years between Air Show and static displays. Aman and Hillestad had some suggestions on a Fly-Inn. Chairman Erickson stated anybody who is interested to be in the Air Show committee to let the office or someone know as both Aman and Hillestad has a lot of connection which helps too.

Johnson asked an update on the shed. King stated the water is in and the electrical they are working on. Johnson asked is the water anticipated that we are moving of it. King stated yes. We knew that we have to get water in there for their de-icing truck. Johnson stated we did not have to move a line; we just had to bring a line to it. King stated yes, when we did the main water coming in to the terminal then as they connected we had them bring it into shed building.

The meeting adjourned at 12:13pm.