

The Brookings Airport Board was called to order by Brian VanLiere on Thursday January 16, 2020 at 3:30 PM in Conference Room #241 located on the second floor of the City & County Government Center at 520 3rd Street. Members present were Lynn Riedesel, Judy McLaughlin, Orv Smidt, and VanLiere. Absent was Baker. Also present were Airport Manager Matthew Sommerfeld, Airport Maintenance Technician Lucas Dahl, City Engineer Jackie Lanning, Mike Schmit from Helms, and Paul Hanusa from Pheasants Fury.

Item #2 – (McLaughlin/Riedesel) Motion to approve the agenda. All present voted aye. **MOTION CARRIED.**

Item #3 – (Smidt/McLaughlin) Motion to approve the December 19, 2019 meeting minutes. All present voted aye. **MOTION CARRIED.**

Item #4 – The next meeting is scheduled for Thursday, February 20, 2020 at 3:30pm in the City & County Government Center at 520 3rd Street.

Item #5 – Approval of Lease Agreements –

Sommerfeld reported that there are five lease agreements, plus the Civil Air Patrol lease agreement, that need to be renewed. These leases again will be for 5 years. The current rate is 13 cents per square foot for private and 17 cents for commercial. During the course of this year, Sommerfeld is going to look at moving forward with longer lease agreements for the tenants. And different terms for commercial use hangars. This is an item that Sommerfeld plans to discuss with the new committee that will be established.

(Riedesel/McLaughlin) Motion to approve all the leases for 5 years. All present voted aye! **MOTION CARRIED!**

Item #6 – Winter Operations – Sommerfeld reported that the plow truck will need some major repairs. They are hoping it will make it through this snow season and then they will need to take it to the repair shop for extensive work. But, the new plow is scheduled to be delivered mid-February.

Currently there isn't a way to complete Field Condition Reports on the iPad. Sommerfeld is working on a new form to allow them to do this but until then the reports will not be sent.

Item #7 Helms Update – Mike Schmit from Helm's updated the board on the projects they are working on. The Hangar Taxilane plans were reviewed the staff

today and they will make some minor adjustments and send the FAA next week. There are no updates to the Apron Taxilane project.

The Airport Conference is scheduled for March 10th thru the 12th. He isn't sure if there will be a Sponsor's meeting with Brookings.

Items #8 Airport Manager's Report – Sommerfeld provided the 2019 Traffic Report to the board. There was again a significant increase for 2019. Going forward he will provide data on a monthly basis to the board.

The PAPI on 12 are currently out.

Items #9 FBO Report – Landing Fees have started coming in but are minimal so far.

Items #10 SDSU Report – Chris Funk reported for SDSU. They are looking at the possibility of downsizing their hangar because of funding. SDSU is going to have to fund most of this expense.

Items #11 Other Items & Reports –

The meeting was adjourned.

Lana Schwartz, Secretary

Brian VanLiere, Chairperson