

The Brookings Airport Board was called to order by Brian VanLiere on Thursday, December 17, 2020 at 3:30 PM via GoToMeeting. Members present via GoTo Meeting were Brady Klocker, Lynn Riedesel, Orv Smidt, Judy McLaughlin and VanLiere. Also present were Airport Manager Matthew Sommerfeld, City Engineer Jackie Lanning, FBO-Randy Hanson and Paul Hanusa, and Helms's – Mike Schmidt.

Item #2 – (Klocker/McLaughlin) Motion to approve the agenda as amended with the addition of Item #11 – Election of President and Vice-President for 2021. All present voted aye. **MOTION CARRIED.**

Item #3 – (Riedesel/Klocker) Motion to approve the November 19, 2020 meeting minutes with the removal of the sentence “Klocker noted that there will be less traffic the next couple of months because the SDSU students will be going home for the holidays.” From Item #8 – SDSU Report. All present voted aye. **MOTION CARRIED.**

Item #4 – The next meeting is scheduled for Thursday, January 21, 2021 at 3:30pm in the City & County Government Center at 520 3rd Street.

Items #5 – Helms Update – Schmidt reported that they are currently working on the close outs for the Taxiway and Apron projects. Sommerfeld stated that there are a couple of small punch list items to finish up and the projects should be complete. Riedesel stated that some of the taxilanes are a little short on the turns and people will need to pay close attention to this.

Item #6 Airport Manager's Report – Sommerfeld reported the Aircraft Operations for November. They are still behind compared to a year ago. The Fuel sales in November were good, but they are still down compared to last year. There have been some charter flights due to SDSU basketball.

Staff is prepared and ready for snow/winter.

As a follow up to the concern last month regarding the GCO, it is now in working condition, FAA was able to get some new cable and relocate the antenna. Klocker has used it and it works great.

Sommerfeld reported that they still have the \$30,000.00 from the CARES Act to spend. FAA has been inquiring and wondering if the funds are going to be

used. Sommerfeld stated that they have a list of some items that they would like to purchase.

Due to COVID, management had asked the Airport to cut expenses by 30%. Expenses at the airport are down for the year and the airport is in good financial condition for the year.

Smidt wondered if Sommerfeld had received a phone call from an airport Tom Tombard with CRC who flies a larger turbo-prop aircraft regarding obtaining de-icing equipment. Sommerfeld had spoken with the person inquiring. He is also going to talk with other airports that have de-icing equipment and look at getting something at the airport. Having de-icing equipment will allow us to receive some flights that are currently having to go to Sioux Falls. Sommerfeld will continue to monitor flights throughout the winter to see what type and how many flights we might be missing out on.

Hanson also talked to this Tom regarding de-icing equipment. Hanson was told that they have bypassed Brookings at least 5 times because de-icing equipment wasn't available. The FBO is interesting in training their staff for de-icing, but they do not have the funds to purchase the equipment. But they are really interested in the de-icing operations being available. Next season would be a good goal for having this equipment.

Item #7 SDSU Report – Riedesel reported for SDSU. Students are continuing to fly with about 3 to 5 flights per day. Students were needing to get their remaining flights in before Christmas break so operations are continuing. SDSU currently has about 40 instructors.

Items #8 FBO Report – Hanusa reported that they have had a good amount of jet traffic. He also reported that there have been charter flights due to the SDSU basketball teams.

Items #9 Land Lease Agreement – Sommerfeld reported that he has been working on the lease agreement. They worked on another section of the current lease and within the next month or so, they would like to have the lease complete. Insurance requirements is a section that has caused significant discussion. Lanning explained that the Airport Board will need to have good discussion in January and February to complete the new lease. The current leases that are due to expire will need to be approved by the City Council in March. Lanning asked Sommerfeld to remove the red-strike items from the document and provide a draft to the board for the January meeting.

Items #10 Other Items & Reports – None.

Items #11 – Election of President and Vice-President –

(McLaughlin/Riedesel) Nominate VanLiere as President and Klocker as Vice-President for 2021.

The meeting was adjourned.

Lana Schwartz, Secretary

Brian VanLiere, Chairperson