

The Brookings Airport Board was called to order by Orv Smidt on Thursday May 21, 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, Brady Klocker, and Smidt. Present via tele-conference was Judy McLaughlin. Absent was VanLiere. Also present were Airport Manager Matthew Sommerfeld, Airport Maintenance Technician Lucas Dahl, City Engineer Jackie Lanning, Mike Schmit and Bob Babcock from Helms and Chris Funk. Paul Hanusa from Pheasants Fury joined via -teleconference.

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

Item #3 – (Riedesel/Klocker) Motion to approve the February 20, 2020 meeting minutes. All present voted aye. **MOTION CARRIED.**

Item #4 – The next meeting is scheduled for Thursday, June 18, 2020 at 3:30pm in the City & County Government Center at 520 3rd Street.

Item #5 – Helms Update – Schmit explained the Apron Project, Phase 1 and Phase 2 areas are being worked on at the same time currently. Contractors are trying to keep the apron clear of mud and such, but please report to Airport staff if there is any problems. They are considering working on more of the Phase 2 work now rather than Phase 1 since there are currently no students flying. Schmit will talk with Bowes to see if they will be willing to do this. This will require them to bring their asphalt crew out twice.

Hangar Taxilane Reconstruction Project was bid in April. The Grant hasn't been processed yet, but Mike is hoping that within the next 30 days the Grant will be ready.

Outer Marker land release is complete and Lanning will need to submit this to FAA.

CIP meeting was held and seal coating and remarking is being scheduled on the main runway for next year. 2022 they are hoping to upgrade the snow removal equipment. Additionally they are hoping to complete the parallel taxilane on 35. Seal coat and marking for all of runway 17/35 in 2023.

Item #6 – COVID 19 Discussion – Sommerfeld reported that there was CARES money of \$30,000.00 received. This is going to be used to offset some of the lost revenue. Numbers are down by about 50% on fuel sales YTD. Hanusa reported

that they have had some sales of fuel now in May. FBO has adjusted their hours due to COVID and lack of traffic.

Item #7 Approval of Wilde Air Service Spray Permit – Wilde has applied for his spray permit for 2020, this is an annual permit. Wilde will again, this year, have other pilots come in to help with the spraying operations.

(Klocker/Riedesel) Motion to approve the Wilde Air Service Spray Permit. All present voted aye. **MOTION CARRIED.**

Item #8 Approval of Wes Brown Hangar Lease Agreement – This proposed hangar is currently being approved for air space. Once this is complete, Brown would like to build a 52X60 Hangar. This hangar will be near the Intermill hangar. Water, sewer and utilities are all available for this hangar.

(McLaughlin/Riedesel) Motion to approve the Hangar Lease Agreement with Wes Brown. All present voted aye. **MOTION CARRIED.**

Item #9 Airport Operations Committee Report – Sommerfeld commented that they haven't had a meeting due to the COVID. They are still working on an updated land lease, it will hopefully cover individual and commercial uses. And they would like the lease to be longer than the current 5 year lease.

Item #10 Airport Manager's Report – Landing Fees haven't been coming in because of COVID, but it has been decided that the City will flip those fees back to the FBO for the time being to help them out financially.

A new mower is going to be purchased which is an upgraded mower that will lessen the number of staff times hours that are currently required to complete mowing. There are funds available in the fuel tax budget with FAA that will assist us to purchase this mower.

Due to the City hiring freeze, the part-time person that was scheduled to be hired this summer will not happen.

The new parking lot has been complete and is being well utilized. The fencing will need to be complete yet. Michael's Fencing will be installing this. Schmit is going to check with FAA to see if this can be added to a current project/grant.

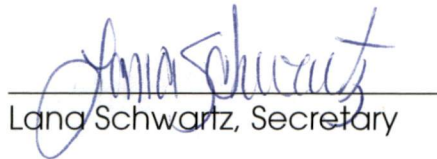
Hangar Inspection is scheduled for June 24th at 11:00 am. The Fire Department and DvL will be available to test fire hydrants.

Items #11 FBO Report – Hanusa reported the fuel numbers for the year. AvGas has had some sales. There weren't any Jet Fuel sales for April.

Items #12 SDSU Report - Funk stated that they are tentatively planning to start some flying in June. This hasn't been approved yet.

Items #13 Other Items & Reports -

The meeting was adjourned.


Lana Schwartz, Secretary


Orv Smidt, Alternate Chairperson