

LAWRENCE COUNTY AIRPORT BOARD MEETING- JUNE 9, 2004

President Bob Golay called the regular monthly meeting of the Lawrence County Airport board to order on Wednesday, June 9, 2004 at 1:05 p.m. in the County Commissioner's boardroom in the Lawrence County Courthouse Annex, Deadwood, S.D.

MEMBERS PRESENT: Bob Golay, Rodney (Buck) DeWeese, Neil Clarke and Jim Seward

MEMBERS ABSENT: Micky Wienk and one open member seat.

OTHERS PRESENT: Ray Jilek, Eagle Aviation; Rod Senn, Kadrmas, Lee, and Jackson.

AGENDA: Bob Golay made an addition to the agenda under New Business, Pavement Rejuvenation and Crack Sealing Project 2004

MINUTES: A correction of the date of the last meeting was made to reflect the correct meeting date of May 12, 2004. Moved and seconded (DeWeese-Seward) to accept and approve the May 12, 2004 minutes as corrected.

NEXT MEETING- July 14, 2004 will be the date of the next meeting. The meeting will be at 1 p.m. in the Lawrence County Commissioner's boardroom in the County Courthouse Annex, Deadwood.

TREASURER'S REPORT: A correction was made to the Eagle Aviation entry on the first page of the report to reflect the correct amount of \$577.50. The entry of Spearfish Auto for gear grease should also be changed to reflect the correct amount of \$22.51. Motion and second to approve the treasurer's report as corrected (Clarke-DeWeese).

COMMITTEE REPORTS:

2005 Finance Committee Budget Report: Committee Members include Buck DeWeese, Bob Golay, and Micky Wienk. Ray Jilek, airport manager also attends the meetings. Report on the Commission presentation of the 2005 budget contingent on FAA approval of airport improvement and forthcoming projected grant monies.

The board discussed the wind damage fund use. Connie Atkinson Lawrence County Auditor was asked to clarify the use of this fund. This fund is being used as a match for other airport improvement projects as previously directed by the board.

Security Gate Committee: Ray Jilek reported the first shipment has been received with the second shipment expected within ten days and the instructions will be faxed within two days. Ray will be getting quotes on electricity for the gates. The check from the DOJ 2003 grant was received from Paul Thomson today for \$6,288.75. Ray will wait until the entire product arrives and then send the check.

Snow Removal Equipment Committee: Ray Jilek, Neil Clarke, and Buck DeWeese are the members of this committee. Buck reported that he has been inspecting tractors. A discussion on the needs and use of a tractor and the price range of a new or used unit was held. The front wheel assist was not a definite necessity; a PTO on both ends might not be a specific requirement. He will continue to seek an appropriate unit.

Also discussed was a need for snow removal rule revisions. The Committee will meet Wednesday, June 16, at 9 a.m. to discuss snow removal issues.

Jim Seward would also like to see the disparity in the electrical rates in the hangars be addressed.

AIRPORT DEVELOPMENT:

Rod Senn reported no progress on the EA. The FAA has not returned the report.

They advise they were waiting on a feasibility study of the GPS approach.

They have never been requested to do this study. Rod did not feel this was part of the issue on the EA. The FAA target date to release the EA is 30-60 days. A tentative schedule was discussed; nothing was firmed up, with possible completion date into 2008. Bob Golay will have a conference call with the FAA on the morning of June 10.

The New Business item of the Crack and Seal of the runways was also discussed. Rod will check with DOT, Division of Aeronautics on the bill as this was not a budgeted expense for 2004 and there were several questions on the information received from the State.

FBO REPORT:

Fuel Sales: Ray Jilek of Eagle Aviation, reported on the fuel sales and traffic numbers are up. The hangars are 100% occupied, with a waiting list.

Ray has been approached by two subjects reference a runway easement for the primary trapezoid to the North where the Pennycress wheat field is. FAA would not support any new encroachment on this area. A discussion on runway alignment and FAA approval of line of sight waiver ensued.

Roy Frankman Memorial Picnic Shelter: Volunteer help will be requested along with requests for donated items like tables and grates. They have all the information on elevations and can get moving on this. Forest Service and the Helitac fire crews have volunteered to help, as they will be around this summer.

Mowing and Maintenance: Ray Jilek reported the mower was still working with a lot of tractor maintenance. The hay contract has been let and the insurance requirements have been met. The insurance renewal date is July and he will ensure the proper papers are resubmitted at that time. The CAP door cables have been replaced this month also. The runway cones have been held up, delivery date is hopefully the end of June.

Obstruction Light Easement- There is a problem locating the easement. Ray Jilek will be investigating further through electrical bills or other methods to pinpoint when the lights were installed.

EXECUTIVE SESSION: The board went into executive session at 2:40 p.m. Moved and second to go into executive session to discuss personnel matters (DeWeese-Clarke). The Board reconvened at 3:10 p.m. Bob Golay requested a special meeting for interviews of the five candidates. Bob also instructed letters be sent to the applicants setting interviews to be held at the airport on June 17th starting at 7 p.m. in the CAP Headquarters. They will be scheduled in random order 30 minutes apart.

NEW BUSINESS- No other new business.

ADJOURNMENT: Moved and Second (Seward-Clarke) to adjourn the meeting at 3:20

Respectfully submitted by P. Rene' Larson LCAB Secretary

APPROVED _____

DATE _____

LAWRENCE COUNTY AIRPORT BOARD MEETING- JULY 14, 2004

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, July 14, 2004 at 1:10 p.m. in the County Commissioner's boardroom in the Lawrence County Courthouse Annex, Deadwood, S.D.

MEMBERS PRESENT: Bob Golay, Rodney (Buck) DeWeese, Neil Clarke, Jim Seward, Micky Weink and Roger Whorton.

OTHERS PRESENT: Laura Jilek, Eagle Aviation; Rod Senn, Kadrmas, Lee, and Jackson; and Max Wietz, Black Hills Pioneer; Chuck Williams, Lawrence County Highway (for a very brief period of time).

ANNOUNCEMENT: Bob Golay made the announcement and introductions of the newest board member, Roger Whorton. Welcome Roger!

MINUTES: A correction of the minutes of the last meeting was made to reflect the front wheel assist on the proposed tractor was not a definite necessity and correct the spelling of Neil's name. Moved and seconded (Clarke-Seward) to accept and approve the June 9, 2004 minutes as corrected.

The minutes of the special June 17, 2004 meeting for the purpose of conducting interviews for the open board seat were approved and accepted.

(DeWeese-Seward)

The minutes of the July 7th meeting on the recommendation of Mr. Roger Whorton to fill the open board seat be sent to the Commission were approved and accepted. (Clarke-DeWesse)

NEXT MEETING- August 25, 2004 will be the date of the next meeting. The meeting will be at 1 p.m. in the Lawrence County Commissioner's boardroom in the County Courthouse Annex, Deadwood.

TREASURER'S REPORT: Micky presented the treasurer's report Motion and second to approve the treasurer's report. With two bills being presented one for well testing for \$15.00 and the other for the 50 marker cones for \$1,600. All other bills were usual expenses. (DeWeese- Clarke).

COMMITTEE REPORTS:

Security Gate Committee: Laura Jilek reported the utilities and trenching company would be out to the airport July 15 to map and give quotes on the electricity installation for the gate. She also read a recommendation from Ray Jilek to relocate the fence to a more Northeasterly location to make the area more secure and facilitate the removal of snow. Discussion was also held to have Magnesium-chloride applied to the road by the county. The road is about a quarter of a mile long. Chuck Williams of the County Highway Department advised it was \$.31 a foot for Magnesium Chloride. He felt his department has time to do the road and will measure it and inform Ray Jilek when they will be able to shoot the road. The fencing changes will be done by Haywire Fencing if possible as they have taken care of our fencing needs previously. Motion to install the security gates as per the recommendation of the airport manager. (Clarke Weink)
Authorize the president of the airport board to explore a contract with Haywire fencing to move the fence North and East, and to contract up to \$2000. Bob will explore the cost of a woven wire fence. (Clarke- DeWesse)

Snow Removal Equipment Committee: No Report.

AIRPORT DEVELOPMENT:

Rod Senn updated the board on the progress of the EA. The GPS approach is not going to have a feasibility study done at this time and this is not tied to the EA. The FAA request we put the GPS approach on hold until the EA goes through and we could pick up the GPS approach at a later date. The FAA has not returned the report; they have sent it on to Chicago for approval.

The FAA target date to release the EA is 30 days. Mr. Senn recommended Bob call Chicago in the near future to check on their progress with the report. Bob indicated he would do this.

The Crack and Seal of the runways was also discussed. Rod reported on his findings on the \$6000 engineering cost. The project is going to encompass several different areas and types of repairs, sealing and rejuvenation and therefore the cost has risen to over \$129,000. The fee is based on the cost of the whole project and that the Airport's share is 3 percent of the engineering fee. A discussion was held on notification of when the construction will take place so that owners and heavy users at the Airport can be kept up to date on any closures or detours. A motion to approve signing the SD DOT Aviation Crack Sealing and Maintenance Project contract was made. (DeWeese-Clarke)

DBE Letter: A discussion on the development project and the DBE requirements by the Federal Government for the granting of bids on any project. KLJ will handle the requirements.

FBO REPORT:

Runway Markers: Laura Jilek reported that the cones are in and they will be installed next week. The old markers will be moved and reused at other locations, any unusable ones will be disposed of at the County refuse site. Bob noted that an additional bill would be coming for spikes to install the cones.

Fuel Sales: Laura Jilek of Eagle Aviation reported the fuel sales and traffic numbers are up. The hangars are 100% occupied, with a waiting list of 4.

Hanger Expansion: Terry Anderson from Minnesota would like to put in a 40'x80' private hangar. The applicant will come before the board with the request and details by next months meeting.

Roy Frankman Memorial Picnic Shelter: The Airspace application 7460 was filed the week of June 9th for the structure. Ray Jilek is continuing to solicit donations.

Mowing and Maintenance: Laura Jilek reported the mower had a bearing failure and was in for repairs at Stadler Industrial Service. The mowing was finished last week.

Obstruction Light Easement- The easements have been located by Ray Jilek and are with the utility and the landowner not the County. John Shafto has been made aware of this.

Airport Tractor: A discussion on the tractor needs was held with an explanation for the need of a 100 plus horsepower unit. The loader, PTO on both ends, and front wheel assist are optional. The Airport Board Members are currently attempting to locate a suitable unit.

Ray Jilek is checking on the availability of a mower at this time. The Board will be notified if and when he locates a suitable unit.

Frequency Change: Laura Jilek advised that Ray Jilek would like permission to seek a change of the Common Traffic Advisory Frequency at Spearfish from 122.8 to 123.0 due to the congestion from area airports. FAA and SD Aeronautics thought it would be a good idea. The only cost would be the frequency change to

pilot controlled lighting. Motion for the airport manager to pursue the proposal for changing the Common Traffic Advisory Frequency. (DeWeese-Clarke)

DOT State wide Transportation meeting. The board discussed having someone attend the meeting on July 27th at 7pm in Rapid City. There will be information on the 5 year statewide improvement plan presented. Motion to allow Ray Jilek to attend this meeting with his expenditures paid with Airport funds. (Weink-Clarke)

NEW BUSINESS:

Gates: Micky opened the discussion of the future issue of gate closures when the security gate is installed and operational. The Board has already decided that the extra gates in around the Airport will be removed or locked.

The Airport Board has been notified by the City of Spearfish, South Dakota Highway Patrol, South Dakota Department of Transportation of this breach in security. The Board understands that this is not a secure airport but that these issues need to be addressed to enhance the upcoming security installation. A letter will be sent to airport users at a later date to advise when the new gates become operational that any drive through gates will be removed or permanently locked shut and any other airport changes to policy or practice will also be included.

NEW BUSINESS- No other new business.

ADJOURNMENT: Moved and Second (Seward-Clarke) to adjourn the meeting at 3:20

Respectfully submitted by P. Rene' Larson LCAB Secretary

APPROVED _____

DATE _____

LAWRENCE COUNTY AIRPORT BOARD MEETING-
August 25, 2004

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, August 25, 2004 at 1:10 p.m. in the County Commissioner's Boardroom in the Lawrence County Courthouse Annex, Deadwood, S.D.

MEMBERS PRESENT: Bob Golay, Neil Clarke, Jim Seward, Micky Weink and Roger Whorton.

MEMBERS ABSENT: Rodney (Buck) DeWeese

OTHERS PRESENT: Ray Jilek, Eagle Aviation; Rod Senn, Kadrmas, Lee, and Jackson; Chuck Trumble, Black Hills Soaring Club; and Gary Hewett, Black Hills Soaring Club.

MINUTES: Moved and seconded to accept and approve the July 14, 2004 minutes as written. (Seward-Whorton)

NEXT MEETING- September 9, 2004 (this is a Thursday), will be the date of the next meeting. The meeting will be at 1 p.m. in the Lawrence County Commissioner's boardroom in the County Courthouse Annex, Deadwood.

TREASURER'S REPORT: Micky presented the treasurer's report. Motion and second to approve the treasurer's report with two bills being presented at the meeting, one for spikes to secure the new cones for \$49.99 from Ace Hardware and the other for mower repairs for 329.96 to Stadler Industrial Services. All other bills were usual expenses. (Clarke- Whorton)

COMMITTEE REPORTS:

Security Gate Committee: Ray Jilek reported Haywire fencing submitted a quote of \$3845 for the fencing relocation and installation of the security gates not including electricity. The electrical company would need to come out to advise on the best route from the transformer to the gates. The board had previously approved up to \$2000 to relocate the fence, this current quote also entailed installation of the gates. Motion and second to raise the limit to include the gates with the addition of protective posts around the key boxes. (Seward-Clarke)
Magnesium-chloride has been applied to the road by the county and this has helped with the dust problem.

Snow Removal Equipment Committee: No Report. They will guarantee a report for next meeting.

PUBLIC INPUT:

Gary Hewett and Chuck Trumble were present and for economy of their time were asked to present their interest items. The Soaring Club had received an e-mail from Buck reference to issues of the Club. One item of discussion was the insurance information from the Black Hills Soaring Club insurance company for insuring a glider, plane and vehicle at the airport. The board requested that they receive a copy of what vehicle the insurance covers for sure and that they were not on the agenda and other issues were not going to be discussed at this meeting. The Club also advised that they have had more gliders delivered to the airport and will be getting that information to the board. Ray requested a policy to inform the airport manager if there are off field landings.

AIRPORT DEVELOPMENT:

Roger reported on some correspondence he has had with the FAA in reference to the EA and the hold up. The feasibility study still keeps coming up as an issue and the board has never put it on the project. The project has not been moving forward according to his correspondence and is not in Chicago.

Rod Senn updated the board on the progress of the EA. The FAA has not returned the report; they have sent it on to Chicago for approval. He anticipates a result in the next few weeks. Flight Operations Standards out of Chicago is supposed to be doing the feasibility study. The lower approach minimum is the whole impetus for the runway project and this will need to be approved to move forward with this runway.

AIRPORT OPERATION REPORT:

Ray reported a busy rally week. Every tie down was used and every inch of ramp space was full. He would recommend adoption of a formal camping policy to avoid some of the problems incurred this year from escalating.

RUNWAY MARKERS:

The Runway Marker Cones have been installed and are a big improvement.

CRACK AND SEAL REPORT:

The Crack and Seal of the runways was discussed. Ray presented information on the type of patches and repairs ongoing at the airport. A pavement rejuvenator and

striping will be done at a later date. He anticipates the next month will be busy and then it should be finished.

FUEL SALES: Ray Jilek of Eagle Aviation reported on the fuel sales and traffic numbers. The hangars are 100% occupied, with a waiting list of 8 or 9. Some discussion was held on the feasibility of more hanger rental space.

HANGAR EXPANSION: Terry Anderson from Minnesota would like to put in a 60'x100' or 60' X 160' private hangar. The board discussed the best location at this time and could not recommend a definite location but would like to have Ray contact him to move forward with his building plans and when the FAA study becomes available they could then recommend a location. There are 8-9 people on the waiting list for hangars. The board discussed future expansion, paving, fees, deposits, and funding.

ROY FRANKMAN MEMORIAL PICNIC SHELTER: The Airspace application 7460 has not yet been approved for the structure so any actual work is at a standstill until the approval arrives.

MOWING AND MAINTENANCE: Ray Jilek reported the mower has been repaired and all the mowing is done. The loader needs a pump, hydraulic cable repairs and 2 new 12V batteries. The check on the truck indicates the batteries are good but they get drained when the vehicle sits for any length of time and he would like to get a disconnect at the battery to prevent this.

OBSTRUCTION LIGHT EASEMENT: The easements have been located by Ray Jilek and John Shafto has been made aware this is not an airport issue it is a landowner issue and no further action needs to be taken by the board.

AIRPORT TRACTOR: Jim inquired of the possibility of a self-propelled flat bed mower purchase and not a tractor. Ray came with information on two possible tractors. The board decided they did not fit into the needs of the airport. Ray is currently attempting to locate a suitable unit and will check into Jim's suggestion.

FREQUENCY CHANGE: Ray Jilek reported on the status of the change of the Common Traffic Advisory Frequency at Spearfish from 122.8 to 123.0. The paper work is currently in the system to facilitate the change. The airport will have to monitor both channels for probably a year until everyone gets used to it.

DOT-STATE WIDE TRANSPORTATION MEETING. Ray informed the board that because of a miscommunication he did not attend the meeting on July 27th.

Rodd Senn will get the new stip on the project breakdowns to Ray.

INVENTORY: The new gates will need inventory numbers on them and this information will be sent to Emergency Management for their records due to the fact that the gates were a DOJ grant managed by the Emergency Management Office.

NEW BUSINESS:

There will need to be a Snow Removal Policy in place before winter the Snow Removal Equipment Committee will put this together.

EXECUTIVE SESSION: The Board moved to go into executive Session at 3:50 pm. To discuss personnel matters. (Seward-Clarke)
The board came out of executive session at 4:35pm with no action taken.

ADJOURNMENT: Motion to adjourn the meeting at 4:36.
(Weink-Seward)

Respectfully submitted by P. Rene' Larson LCAB Secretary

APPROVED _____

DATE _____

LAWRENCE COUNTY AIRPORT BOARD MEETING-
September, 09,2004

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Thursday, September 09, 2004 at 1:01 p.m. in the County Commissioner's Boardroom in the Lawrence County Courthouse Annex, Deadwood, S.D.

MEMBERS PRESENT: Bob Golay, Neil Clarke, Jim Seward, Micky Wienk, Rodney (Buck) DeWeese, and Roger Whorton.

OTHERS PRESENT: Ray Jilek, Eagle Aviation; Rod Senn, Kadrmas, Lee, and Jackson; Bill Trent, Former Board Member.

MINUTES: Moved and seconded to accept and approve the August 25, 2004 minutes as written. (Wienk-Seward)

NEXT MEETING- October 13, 2004 will be the date of the next meeting. The meeting will be at 1 p.m. in the Lawrence County Commissioner's boardroom in the County Courthouse Annex, Deadwood.

TREASURER'S REPORT: Micky presented the treasurer's report. Motion and second to approve the treasurer's report. (Clarke- DeWeese)
Micky suggested compiling end of year expenditures to fully utilize this year's budget for end of year projects.

COMMITTEE REPORTS:

Security Gate Committee: Ray Jilek had no report on the fencing project, as Haywire Fencing has been unavailable for consultation. Ray will pursue this project with Haywire Fencing.

Snow Removal Equipment Committee: The Committee presented a Snow removal policy and Hold Harmless Agreement for the private hangar owners. After legal review, Ray Jilek will mail this policy out in the monthly billing. The Committee will recommend to the board at the next meeting the appropriate location in the Rules of Operation for this policy. Motion to accept the Policy and Agreement after County Legal Review of Agreement. (Clarke-DeWeese)

One item of note is that the Rules of Operations will need a review for possible updating.

AIRPORT DEVELOPMENT:

Roger spoke with the FAA this week and the feasibility study is completed. Rod Senn presented correspondence he has had with the FAA in reference to the EA feasibility study and the minimum descent restrictions. Rod advised that the FAA would be able to meet with the Technical Advisory Committee October 8. Jim, Bob, Ray, Vince Weink, Mike Ball and Ray Ondell (sp) are on the committee. Roger requested to be on this committee but cannot make this October meeting. Neal will try to make this meeting. The Chamber office in Spearfish on October 8th from 9-12.

Micky advised that Vince would not be available on that date. Rod also will try to ensure KLJ is represented. Rod advised he is confident that there will be 2 million dollars available for the airport next year.

During the discussion, the problem of no Category C published minimum standards are available for the airport and have not been for several years. FAA removed them, never justified the removal, and never returned them. Motion to have Roger contact the FAA in writing, to attempt to reestablish the Category C and to include the questions on the feasibility study with the note that time is of the essence. (Whorton-DeWeese)

AIRPORT OPERATION REPORT:

Ray reported a busy rally week. The County will spray for weeds this fall. Discussed a bad Charter landing and takeoff that presented problems during crack repairs. Ray made a report at the request of the FAA. There will be an EAA and 180-185 fly in September 10th – 12th with lots of activities. Ray invited anyone interested to stop by.

CRACK AND SEAL REPORT:

The Crack and Seal of the runways was discussed. Ray presented information on the closing of the runways the previous two weeks. Ray felt is a real tremendous improvement. There are three rejuvenator test patches being conducted to determine the application rate for optimum braking. Striping will be done at a later date.

FUEL SALES: Ray Jilek of Eagle Aviation reported on the fuel sales and traffic numbers, 1289 aircraft operations last month. 750 of those operations were during the 10 days of the Rally.

MOWING AND MAINTENANCE: Ray Jilek reported all the mowing is done. The loader and truck repairs are not yet completed.

AIRPORT TRACTOR: Ray found a possible tractor for purchase. It is will be at Stadler Industrial Services. It is an International 1086 131 hp air conditioner no front wheel assist. He will get more information on the hours of use etc.

FREQUENCY CHANGE: Ray Jilek reported on the status of the change of the Common Traffic Advisory Frequency at Spearfish from 122.8 to 123.0. No new word on the change.

NEW BUSINESS:

MINUTES: The secretary will send out the meeting minutes and agenda to board members via e-mail. Bob brought requests for a copy of the minutes to be sent to requesting citizens. Motion to post the **approved** minutes on the Lawrence County Airport Board website on the County web site system with Commission approval. (DeWeese-Seward)

GLIDER OPERATIONS: The Glider operation requirements were discussed. There is still a need for the proof of insurance for the pickup truck from the Black Hills Soaring Club. Roger passed out information on 4.01 Glider Operations from the Minimum Standard document proposed policy. Buck discussed the information from the club and will pursue the insurance policy from the club on the pickup truck. Discussed also were the other gliders that are stationed at the airport. These are privately owned pieces of equipment and not covered by this specific insurance policy. Buck brought the information that there is at least one other airport, in Heber Utah, that is insured by Phoenix Insurance, which is the Airports insurance, that allow glider operations and powered aircraft. The discussion was in reference to the possibility for mixing of glider operations and powered operations and any ensuing liability issues as perceived by the insurance company. The Board is currently working on an acceptable policy for the use of Gliders at the airport. Motion to form a committee to study the glider use issue and bring recommendations back to the board. Members will be Buck DeWeese, Neil Clarke, Roger Whorton, and Ray Jilek. (Weink-Clarke)

ADJOURNMENT: Motion to adjourn the meeting at 3:10 p.m.

(Weink-Clarke)

Respectfully submitted by P. Rene' Larson LCAB Secretary

APPROVED _____

DATE _____

LAWRENCE COUNTY AIRPORT BOARD MEETING-
October 13, 2004

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday October 13, 2004 at 1:10 p.m. in the County Commissioner's Boardroom in the Lawrence County Courthouse Annex, Deadwood, S.D.

MEMBERS PRESENT: Bob Golay, Neil Clarke, Jim Seward, Micky Wienk, Rodney (Buck) DeWeese, and Roger Whorton.

OTHERS PRESENT: Ray Jilek, Eagle Aviation; Rod Senn, Kadrmas, Lee, and Jackson.

MINUTES: Moved and seconded to accept and approve the September 09, 2004 minutes as corrected. (Wienk-Clarke)

NEXT MEETING- November 10, 2004 will be the date of the next meeting. The meeting will be at 1 p.m. in the Lawrence County Commissioner's boardroom in the County Courthouse Annex, Deadwood.

The December meeting was also set for the 8, 2004 at 1 p.m.

TREASURER'S REPORT: Micky Wienk presented the treasurer's report. Motion and second to approve the treasurer's report. (Clarke- DeWeese)

COMMITTEE REPORTS:

Security Gate Committee: Ray Jilek had no report on the fencing project, as Haywire Fencing has been unavailable for consultation. Ray will pursue this project with Haywire Fencing. Ray is working with Black Hills Power and Light and Larry Grosfield for wiring from the building to the North Gate and provide the panel and meter for the south gate, along with J& H Excavation for installation of electricity under the pavement on the South gate \$2250 quote from J & H Excavation and \$1.50 per foot for excavation for the North gate. Keith Richards is looking into the eight pipe sections and a light pole from the city of Spearfish. The board instructed Ray Jilek to move on this before the weather changes to get the bills in by the end of the year.

Snow Removal Equipment Committee: The Committee presented the proposed Snow removal policy and Hold Harmless Agreement for the private hangar owners from the last meeting. Ray Jilek received legal approval for the Hold Harmless Agreement from the States Attorneys Office. Rene' Larson will mail this policy to the private hangar owners this month and Ray Jilek will mail to the county hangar leaseholders with the monthly billing. Ray and Bob Golay will recommend to the board at the next meeting the appropriate location in the Rules and Regulations for this policy. Motion to implement the Snow Removal Policy and the Hold Harmless Agreement. (Clarke-DeWeese)

AIRPORT DEVELOPMENT:

Rod Senn met with the FAA, the Development Committee members and others October 8, to discuss where the development plan is and what was needed to be done and by whom. The Lawrence County Airport members met with the group to discuss why they were requesting additional data.

Jim Seward, Bob Golay, Ray Jilek, Vince Wienk, Roger Whorton, Mike Ball and Ray Ondell (sp) are on the Development Committee. There was also a teleconference with KLJ in Bismarck and the FAA yesterday, October 12.

The FAA and KLJ from Bismarck, North Dakota held a teleconference with the board to discuss the progress and time lines possible on the plan and assessments.

AIRPORT OPERATION REPORT:

Ray Jilek reported on the hangar occupation and the waiting list. The traffic numbers were up 140 in September and fuel sales were also up even with two weeks of runway closures for repairs. The runways will be striped on October 13 and 14. There will also be a bill submitted for the repair of the runway lights; they were going out after being lit by remote in multiple successions.

Terry and Ann Anderson have submitted a written request for the approval to build a large hangar. They will submit plans in January and are willing to back fill the area they are requesting.

Ray Jilek requested to have Stadler Service custom design and produce a sixteen-foot bucket with mount for the loader with a quote of \$5800. The board felt this had already been approved for expenditure.

Ray made a request for a sign to remind pilots 'check density altitude' on the recommendation of Steve Hoogerhyde at FSDO from Rapid City. Ray will pursue possible financing for the signs from the Aeronautics Commission.

OLD BUSINESS:

MINUTES: The secretary sent out the meeting minutes and agenda to board members via e-mail. She mailed the minutes to requesting citizens and informed them that the approved minutes will be on the Lawrence County Web Site at www.lawrence.sd.us, under departments.

GLIDER OPERATIONS: The Glider operation discussion is still open and Buck DeWeese will meet at 4 p.m. today with the insurance carrier to discuss their requirements. Currently the glider operations have moved from the Black Hills Airport.

NEW BUSINESS:

Paul Thomson came to the board to advise he recommends that if a locator beacon goes off the Civil Air Patrol will be called first, before a search is deployed.

ADJOURNMENT: Motion to adjourn the meeting at 3:50 p.m.
(Clarke- Whorton)

Respectfully submitted by P. Rene' Larson LCAB Secretary

APPROVED Robert D.Golay

DATE November 10, 2004

LAWRENCE COUNTY AIRPORT BOARD MEETING-
November 10, 2004

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday November 10, 2004 at 1:10 p.m. in the County Commissioner's Boardroom in the Lawrence County Courthouse Annex, Deadwood, S.D.

MEMBERS PRESENT: Bob Golay, Neil Clarke, Jim Seward, Micky Wienk and Roger Whorton.

MEMBERS ABSENT: Rodney (Buck) DeWeese

OTHERS PRESENT: Ray Jilek, Eagle Aviation; Rod Senn, Kadrmas, Lee, and Jackson.

MINUTES: Moved and seconded to accept and approve the October 13, 2004 minutes as corrected. (Wienk-Whorton)

NEXT MEETING- The next meeting will be December 8, 2004 at 1 p.m.

TREASURER'S REPORT: Micky Wienk presented the treasurer's report. The Board discussed end of year billing, all bills for 2004 are due by December 31, 2004. Motion and second to approve the treasurer's report. (Clarke-Whorton)

COMMITTEE REPORTS:

Security Gate Committee: Ray Jilek reported he has met with Stacy Moke of Haywire Fencing on the gates and they are currently working on the project and should have the guard bolsters installed soon. Larry Grosfield is ready to go. J& H Excavation is currently working on the underground installation and has some patching left. The Board discussed the need for wildlife fencing. Currently there is no budget available to do this.

Snow Removal Committee: Ray Jilek and Bob Golay recommended to the board that the Snow Removal Policy be placed in the Airport Rules And Regulations on page ten and the redundant verbiage be removed. Motion to revise the Rules and Regulations to reflect the current changes (Clarke –Seward)

AIRPORT DEVELOPMENT:

Rod Senn of Kadrmas, Lee and Jackson was present and reported that the feasibility report was in Chicago but there was no new action to report. The review

document was lagging and it was scheduled to go to Chicago this week and there would be a two- week lag time on this.

AIRPORT OPERATION REPORT:

Ray Jilek reported on the hangar occupation, the waiting list and fuel sales. The fall grounds cleanup is going well. The paving and painting is 100% complete. DOT will be billing for this. The frequency change to 123.0 Unicom is still in the process. The Board will request the return of the old Unicom radio from Black Hills Aero so that both channels can be monitored. There is a need for another antenna installed on the roof to enable the monitoring of both frequencies. A motion was made for a letter to be sent to Black Hills Aero requesting the return of the old radio by December 1, 2004. (Seward-Clarke)

The repair of the runway lights has been completed and they seem to be functioning correctly. Ray Jilek will try to locate the schematics for the electrical vault.

Ray Jilek advised that there would be the need for 2 radios to be purchased for the truck and the loader to enable the operator to better monitor traffic. The snow scoop has been completed and installed it is ready for service.

The loader is currently in for repairs. Don Paradeis is requesting the service and parts manual for this unit.

Ray Jilek and Bob Golay recommend that the manuals be purchased at a cost of \$366.95 for the service manual and \$63.80 for the parts manual. Motion for this purchase (Clarke-Wienk).

OLD BUSINESS:

Ray Jilek reported the Outdoor user area light pole has been donated as well as the bolsters for the security gates from the City of Spearfish.

A discussion on possible final expenditures, end of year needs and budget balance was held.

NEW BUSINESS:

The County Insurance Policy with Phoenix Insurance Group expiration date is February 5, 2005.

Bob Golay had correspondence reflecting the DBE "Disadvantaged Business Enterprise" requirements for contracts with the County for government funded projects, this was turned over to KLJ.

EXECUTIVE SESSION: The President requested an executive session to discuss legal matters at 2:55. Motion (Clarke-Seward)

Return from executive session at 3:30 pm, no action was taken.

ADJOURNMENT: Motion to adjourn the meeting at 3:35 p.m.
(Clarke)

Respectfully submitted by P. Rene' Larson LCAB Secretary

APPROVED Robert D Golay

DATE 12/08/2004

LAWRENCE COUNTY AIRPORT BOARD MEETING
December 8, 2004

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, December 8, 2004 at 1:10 p.m. in the County Commissioner's Boardroom in the Lawrence County Courthouse Annex, Deadwood, S.D.

MEMBERS PRESENT: Bob Golay, Neil Clarke, Jim Seward, Micky Wienk and Rodney (Buck) DeWeese.

MEMBERS ABSENT: Roger Whorton

OTHERS PRESENT: Ray Jilek, Eagle Aviation; Rod Senn, Kadrmas, Lee, and Jackson.

Per Diem: Mickey presented the end of year Per Diem for each board member's signature.

MINUTES: Moved and seconded to accept and approve the November 10, 2004 minutes as corrected. (Clarke-DeWeese)

NEXT MEETING- The next meeting will be January 19, 2005 at 1 p.m.

TREASURER'S REPORT: The Board discussed end of year billing, all bills for 2004 are due by December 28, 2004. Motion and second to approve December 2004 bills to ensure they are submitted to the Commission for payment at their December 28th meeting. (Seward-DeWeese)

Micky Wienk presented the treasurer's report. The addition was made of \$78.53 to West Coast Sales and Marketing for lights. Motion to approve as amended. (DeWeese-Clarke)

Bob discussed the fund returns from 2002 and 2003 prepared by Connie Atkinson, County Auditor that represents the cash flow on the airport project.

COMMITTEE REPORTS:

Security Gate Committee: Both Security gates are installed but not operational. The fencing is complete and the pipe bolsters are installed.

There is still cleanup and back fill to take care of. Larry Grosfield is working on the light pole; he is looking for a new 250-Watt light head for the pole. The Air spacing for the light pole is still in the FAA system. The padlock combinations will be changed after the gates are up and operational. This will enable all entrants to use only the two mechanical gates. There will be some signing for the use of the new gates.

AIRPORT DEVELOPMENT:

Rod Senn of Kadrmas, Lee and Jackson was present to report on the FAA progress. The document has been revised and is waiting for the completion of the feasibility study. He is hoping for the document before the end of the year. This could realistically come in January due to the holidays. Discussed also was a meeting held on the morning of December 8 with the Spearfish Economic Development which Bob Golay and Rod attended in reference to land surrounding the airport.

AIRPORT OPERATION REPORT:

Ray Jilek reported on the hangar occupation, the waiting list and fuel sales. The November figures represent twice as many jets burning 6 times the amount of fuel. Ray discussed the waiting list and hangar expansion. The frequency change to 123.0 Unicom is still in the process. The Unicom radio located at Black Hills Aero has not been returned as requested as of this date. Ray advised the FAA we would like to be up and running by March or no later than April for a smoother summer transition.

Ray Jilek and the board discussed hangar misuse by a tenant for storage, with no airplane in the hangar. Ray will write a letter to the tenant that the problem will need to be rectified by January 15, 2005 or other measures will be taken. (Seward-DeWeese)

Snow removal equipment is up and running with the exception of the loader, which is in for hydraulic pump repairs with Don Paradeis.

Buck DeWeese discussed snowdrift locations on the runway.

The water well has a problem with dirty water. The last work done on the well was in 1996. The system has been flushed and the dark water has returned.

The well is 700 feet deep with the pump is set at 480 feet. Ray will contact a pump service to check into the problem.

Ray discussed with Wayne Nelson about the obstruction lights on the hills surrounding the airport. He is looking into the feasibility of LED lights; these lights are to be replaced at 44800 hours. Mr. Nelson would recommend that the Aeronautics Commission participate in a 50/50 program for these lights. Ray will research pricing and payment methods to get six or seven fixtures upgraded. He will try to get the information in time to update the one light on Steinmeier's hill. The Precision Approach lights (PAPI) lights on the 1-2 end are obsolete. They need to be calibrated regularly with an inclinometer. This issue will need to be addressed in the future.

Surplus heaters are available with government surplus in Box Elder. They are 3000-4000 BTU heaters on a trailer priced at \$300 plus a battery. This heater

would be located in the county airport equipment hangar. Motion to buy one heater and battery. (DeWeese- Clarke)

The board decided to surplus the old Herman-Nelson heater at the next sale.

The need for a used large tug for use at the airport was also discussed.

Ray Jilek invited the board to the Christmas get together at Eagle Aviation Friday, December 17 from 4 to 6 pm.

NEW BUSINESS:

Buck DeWeese brought insurance options to the board. Professional Insurance Management sent a form to give Kevin Cummings the right to seek insurance options. Buck asked if Bob Golay wanted to sign the Aviation Insurance Policy Renewal Notice Form to seek bids for airport insurance. Currently Skydivers are not covered but Glider operations were not excluded. Marlene Barrett, Commissioner's Assistant was asked for an opinion on the board shopping for insurance. She recommended the board go ahead and seek quotes to see if they get more than one company. Previously, the county has only been able to find one company interested.

EXECUTIVE SESSION: The President requested an executive session to discuss legal matters at 3:25. Motion (Wienk-Seward)

Return from executive session at 3:44 pm. Motion to instruct the secretary to send correspondence to 3 hangar owners who have not returned the Hold Harmless Agreement to advise them that the Airport staff will not be removing any snow from their hangar aprons until such time as we receive the signed agreement. (Wienk-Clarke)

ADJOURNMENT: Motion to adjourn the meeting at 3:55 p.m. (Clarke)

Respectfully submitted by P. Rene' Larson LCAB Secretary

APPROVED _____

DATE _____