

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**January 11, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, January 11, 2006 at 1:15 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Neil Clarke, Jim Seward, and Matt Kinney.

**MEMBERS ABSENT:** Micky Wienk, Buck DeWeese

**OTHERS PRESENT:** Ray Jilek, Airport Manager; Rod Senn of Kadrmas, Lee and Jackson; Rick Ennen, Kadrmas, Lee and Jackson; Greg Bischoff, Reporter from Black Hills Pioneer.

**MINUTES:** Moved-Second (Clarke-Seward) to approve the minutes of December 7, 2005. Motion carried.

**NEXT MEETING:** February 8, 2006 at 1 :00 the board will attempt to have the meetings scheduled every second Wednesday of the month.

**AIRPORT IMPROVEMENT PROJECT STATUS**

Rod Senn and Rick Ennen were present from Kadrmas, Lee and Jackson to report on the AIP ( Airport Improvement Project). The soil samples have been taken on the airport property. There was one sample that needed a further bore test. The results should be back within the next month. The surveys and plats are basically completed. KLJ has met with the City of Spearfish and Lawrence County to discuss the design and road relocation. They will meet again with them in the near future. The South Dakota Department of Transportation, Wayne Nelson has sent an amendment for the appraisal. Due to the bids coming in higher than expected the cost will be \$11,000, up from \$6,000. John Haeder of Rapid City is the contracted appraiser for the State of South Dakota. KLJ will schedule a public meeting to update the affected residents after the information is received on the bore testing, plats and appraisals. KLJ recommended that the board start the title search process with a company of their choice. This is an eligible reimbursable cost. Rick Ennen was present to take input on the project and advised there would be new airport drawings out in the near future. There is a need to address airspace control and land use as this project moves forward. There has also been discussion with the city to have the airport provide a utility easement through airport property for future development in the area.

**TREASURER'S REPORT:** Bob Golay presented the report and the bills. Micky Wienk has resigned her position as treasurer after the last meeting. She has sent the spreadsheet format and info to Bob Golay. He did not put the usual format together for January but hopes to have it by the February meeting. Bills totaling \$6170.69 were paid last year as they came in after the board meeting. Motion to approve the bills that were paid with the 2005 budget (Clarke- Kinney). The monthly bills were presented for a total of \$26661.70 Motion and second to approve the treasurer's report. (Clarke- Kinney)

Motion and second to contract with Black Hills Title for a title search for the proposed property for airport expansion.(Clarke-Kinney)

## **FBO REPORT**

Ray Jilek reviewed the fuel sales and aircraft activity report for the month of December and reported that sales and activity were down due to the extremely cold weather.

Ray reported that Grimm's Pump and Industrial Supply will be out to conduct the regular underground leak testing as required by law. The county equipment is working properly.

The outdoor site has been completed except for landscaping which will be done in the spring.

The light pole by the security gate will be wired soon to shed more light onto that area. The AWOS radio transmitter is down and has been sent in for repairs. The NDB is back from repair.

When the AWOS gets back Ray will have them both recertified.

Ray informed the board that the wiring problems in the county hangar are corrected and are now 20 amps with several more circuits.

Ray reported the outhouse has been removed.

Ray brought the information requested by the board on restroom facilities at the North East end of the runway. He priced 1 porta unit and 2 porta units. They will be cleaned on a weekly basis in the summer months and checked for need in the winter months to ascertain if they will need a weekly service. M& M Sanitation is the low bid for this service. Motion and second to accept the M&M Sanitation bid for 1 unit to be located for ease of servicing on the North East end of the airport for \$80.00 per month. (Seward-Clarke)

## **OLD BUSINESS**

### **Airport Rules and Regulation Update**

Matt Kinney and Ray Jilek brought the recommendations to the board for the changes in the Rules and Regulations at the airport. This document will be available at the Airport Manager Office or by request from the county. Motion and second to approve the changes to the Rules and Regulations to reflect the recommendations and the FAA minimum standards as presented both orally and written. (Clarke- Kinney)

The secretary will send out the requested copies, provide each member with a copy and send several copies to Ray to have on hand at the airport.

Bob Golay brought forth a request from a user's attorney for a corrected copy of previous correspondence. The secretary will date and Bob will sign the document in question.

### **AIP**

The South Dakota Department of Transportation request to amend the appraisal agreement from \$6000 to \$11000 due to unexpected bid increase was presented. Motion and second to approve the cost increase. (Seward- Kinney)

## **NEW BUSINESS**

### **SD Airport Conference**

The South Dakota Airport Conference is in Deadwood this year March 30 and 31<sup>st</sup> at the Gulches of Fun /Comfort Inn. Members wishing to attend contact Bob by the next meeting to get the request to the commission meeting in February.

### **Informal Discussion of recent newspaper articles.**

A discussion of the board was held to address several non factual and inaccurate comments made recently by several citizens in the Black Hills Pioneer. It was noted there are five steps in the Rules and Regulations to address grievances. These steps were not followed by any of the complainants. The Lawrence County Airport Board will continue to provide services that are in the best interest of the public. It is held that public forum response to this type of misinformation

is not in the best interest of the board or the public and there will be no future response to the use of this venue to air unsubstantiated or petty disagreements of policy, actions or attacks on board member's personal or professional reputation. Any complaint will need to be directed through the proper channels as put forth in the Rules and Regulations of the Lawrence County Airport Board.

**Adjournment:** There being no further business to come before the Board, it was Moved-Second (Clarke- Kinney) to adjourn at 4:00p.m. Motion carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: \_\_\_\_\_

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**February 8, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, February 8, 2006 at 1:05 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Micky Wienk, Buck DeWeese, Jim Seward, and Matt Kinney.

**MEMBERS ABSENT:** Neil Clarke

**OTHERS PRESENT:** Laura Jilek, Airport Manager; Greg Bischoff, Reporter from Black Hills Pioneer; Bruce Outka, Lawrence County States Attorney Office

**MINUTES:** Motion to approve the minutes of January 11, 2006 as corrected. Moved-Second (DeWeese-Kinney) Motion carried.

**NEXT MEETING:** March 8, 2006 at 1:00.

**TREASURER'S REPORT:** Bob Golay presented the report and the bills. The monthly bills were presented for a total of \$29033.97 Motion and second to approve the treasurer's report. (Wienk-DeWeese) The Board instructed the Airport Manager to look into the higher than normal utility bill for hangar #2.

**COMMITTEE REPORT**

Matt Kinney reported on the status of the title search. He has requested an in-depth search for easements and other encumbrances which will add to the cost of the search. The report will be forwarded to KLJ and the appraiser when complete.

**FBO REPORT**

Laura Jilek reviewed the fuel sales and aircraft activity report for the month of January. The outdoor site has been completed except for landscaping which will be done in the spring. The AWOS radio transmitter is down and has been sent in for repairs, the company could not repair it but referred them to another company that could. When the AWOS gets back Ray Jilek will have it and the NDB recertified. A discussion on the possibility of using the old radio that was returned last year until this one is repaired.

Laura informed the board that the wiring problems in the county hangar are corrected and are now 20 amps with several more circuits, all the work should be complete this week.

**OLD BUSINESS**

**Airport Rules and Regulation Update**

Page 14 has the date corrected and has been distributed to Board members.

The Airport Conference will be held in Deadwood and board members are encouraged to attend. Bob Golay, Ray Jilek and Neil will be attending. If any other members wish to please get

registered for the meals. Time is scheduled for 9am to 10 am on Thursday March 30<sup>th</sup> to meet with the FAA at the conference.

Last month Micky turned in her resignation as treasurer due to time constraints. She has now submitted her resignation as board member effective when a replacement has been found.

Bruce Outka addressed the letter from January 25<sup>th</sup> that their office received concerning meeting minutes. The law referencing the meeting minutes in 125.3. This statute addresses the availability to the minutes.

Matt Kinney made the motion with a second by Buck DeWeese, to adopt a policy for prohibiting access of the secretary's recollective notes of the meetings and declare the notes the property of the secretary for her use in compilation of the official minutes. The purpose of the policy is to avoid any mistakes, confusion or other false interpretations of the secretary's notes by anyone. The notes do not appear to be public record and should not be available for anyone to review other than the secretary. This policy will be adopted until advised legally otherwise. It is clearly in the public interest to follow policy and the law when making the minutes available to the public, and provide official minutes to the public at all times. Approved minutes are always posted on the LCAB website at [www.lawrence.sd.us](http://www.lawrence.sd.us) under the department heading and are available at the Auditor's office in the Lawrence County Courthouse Annex.

#### **AIRPORT IMPROVEMENT PROJECT STATUS**

Rod Senn reported via telephone on the status of the AIP. He will be in contact with the appraiser John Haeder of Rapid City this week to ensure they are on track and will await the title search documents.

#### **NEW BUSINESS**

Buck questioned a vehicle with expired plates that was parked at the airport. He also had concerns with the security gate being left open at least five times recently. This seems to be a deliberate act as the gate would automatically close unless tampered with to make it stay open. Buck volunteered to take on the Treasurer's duties if Micky could work with him to get it set up correctly.

**Adjournment:** There being no further business to come before the Board, it was Moved-Second ( Kinney-Seward) to adjourn at 2:45p.m. Motion carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: \_\_\_\_\_

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**March 8, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, February 8, 2006 at 1:10 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Buck DeWeese, Jim Seward, Neil Clarke and Matt Kinney.

**MEMBERS ABSENT:** One Open Board Seat

**OTHERS PRESENT:** Laura Jilek, Airport Manager; Greg Bischoff, Reporter from Black Hills Pioneer; Rod Senn, Kadrmaz, Lee and Jackson

**MINUTES:** Motion to approve the minutes of February 08, 2006 as written Moved-Second (DeWeese-Kinney) Motion carried.

**NEXT MEETING:** April 12, 2006 at 1:00.

**TREASURER'S REPORT:** Buck DeWeese presented the report and the bills. A discussion on the electrical meter discrepancies for the hangars was held with Laura Jilek reporting that Ray went through the buildings and found no problems with items plugged in. The Board directed Laura to have the power company check the meters.

The monthly bills were presented with the addition of Qwest for \$40.73. Motion and second to approve the treasurer's report (Clarke-Kinney). Motion carried.

**COMMITTEE REPORT**

Matt Kinney reported on the status of the title search. He presented the Title Search with bills from Black Hills Land and Title for a total of \$575.00. Motion to approve the expenditures of Black Hills Land and Title for the Title Search on the Hansen, Mitchell and Bell properties of \$575.00 (Seward-Clarke). Matt also reported on his conversation with John Haeder on the time line for the appraisal. Mr. Haeder felt he could get the appraisals done and a full report to the board by the next meeting. He would have a preliminary report by the meeting with the DOT March 28th.

**AIRPORT IMPROVEMENT PROJECT STATUS**

Rod Senn reported on the status of the AIP. He will be in contact with MDU to review the process of the utility layout for a new gas line. He will also be working with the city on the flood plain issues. Braun Intertec sent their Geotechnical Evaluation Report on the Airport soil to the Board.

**FBO REPORT**

Laura Jilek reviewed the fuel sales and aircraft activity report for the month of February. There is currently \$9408.61 in the Fuel Sales Tax Fund.

The AWOS radio transmitter and the NDB are operational and will be recertified as soon as equipment is available for Tony Fremo from Tri state Avionics and the FAA to do the work. The North gate has been adjusted and repaired and is currently working correctly.

The scheduled inspection by the SD DOT is March 14 with Jason Engebrecht. The snowplow radio and antennae are installed and the tractor will soon have the radio installed as the equipment is here. They have contacted Box Elder Surplus as the airport is currently looking for a different batwing mower. Bob Golay questioned when they would be able to install the new cones on the segmented circle. Laura would check with Ray on this.

## **OLD BUSINESS**

### **Conference Schedule**

The Airport Conference will be held in Deadwood and board members are encouraged to attend. Bob Golay, Ray Jilek and Neil Clarke will be attending. Buck will not be able to attend the conference; Matt will check his schedule and try to attend if possible.

The Board was encouraged to make every attempt to attend the scheduled meeting with the FAA and DOT on March 28<sup>th</sup> to discuss the AIP.

### **Member Resignation**

Last month Micky Wienk had turned in her resignation as board member effective when a replacement has been found, she has found that she is unable to attend the meetings due to a heavy work schedule and has made her resignation effective immediately.

### **Airport Rules and Regulation Update**

Jim Seward presented the summary of the allegations by Ted Miller. The Commission recommended that the Complaint and Grievance Procedures in the Airport Rules and Regulations be followed. The Board discussed adopting changes to the Rules and Regulations to reflect the wishes of the commission and the board for a better grievance procedure. Matt Kinney made the motion to change the Rules and Regulations for the Black Hills Airport/ Clyde Ice Field to include the following steps.

Section XII:

- A. Any person that is dissatisfied with or has a question concerning any Airport Operation or Procedure will submit the grievance in writing as soon as possible but no later than thirty (30) days from discovery of the issue by the grievant to the appropriate personnel in the following order:
  - First, to the individual/business concerned.
  - Second, if the issue is not resolved, then to the Lawrence County Airport Manager.
  - Third, if the issue is not resolved, then to the Lawrence County Airport Board.
  - Fourth, if the issue is not resolved, then to the Lawrence County Airport Board Liaison Member, who may take the issue up with the Lawrence County Commission. (Kinney-Clarke)

## **NEW BUSINESS**

Neil felt the Board should have a written process to fill a board member position.

Matt made the motion to provide reasonable notice to the public to fill a vacancy on the Lawrence County Airport Board. (Kinney- Clarke)  
Motion to add Section XIII to the Rules and Regulations of the Lawrence County Airport/ Clyde Ice Field to read as follows:

XIII. Lawrence County Airport Board Vacancies

- A. Any time there exists as Airport Board Member vacancy; the Board shall announce the vacancy to the public in the following manner:
1. A formal notice shall be published in the appropriate publications authorized by Lawrence County for legal notices, once per week for three consecutive weeks.
  2. Said notice shall state any interested persons shall provide a written submission with resume to the address of the Airport Board, Box F 90 Sherman Street, Deadwood SD 57732 no later than 14 days after the date of the last publication. Which date shall be set and announced in the notice.
  3. Filling of the vacant board position is not limited to those submissions pursuant to the published notice. The Board may consider any and all submissions as well as any other interested individuals brought to the attention of the board. (DeWeese-Seward)

Buck reported that the CAP voluntarily removed the two portable structures behind their building as requested by the Board.

Buck also brought forth several minor corrections to the text of the Rules and Regulations. He will email them to Matt for insertion into the document.

The 2006 Budget Committee will consist of Neil, Buck, Bob and Ray.

Airport Lease Review Committee will consist of, Bob, Neil, Buck with Ray to enable access to the buildings. This was mandated by the County Commission and needs to be completed. The county hangar leases are the same; they will check the 5 private hangars and 2 commercial operators for compliance. The report will be brought to the board with possible recommendations for revisions or adjustments of the cost pricing index. This has been found to be in the best interest of the airport users and the general public.

Buck brought the news that the CAP has submitted a \$650,000 grant request for an Emergency Services facility at the Lawrence County Airport/ Clyde Ice Field.

**Adjournment:** There being no further business to come before the Board, it was Moved-Second (Clarke-Seward) to adjourn at 3:02p.m. Motion carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: \_\_\_\_\_

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**April 12, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, April 12, 2006 at 1:10 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Buck DeWeese, Jim Seward, Neil Clarke and Matt Kinney.

**MEMBERS ABSENT:** One Open Board Seat

**OTHERS PRESENT:** Ray Jilek, Airport Manager; Tim Velder, Reporter from Rapid City Journal, Rod Senn, Kadrmas, Lee and Jackson; Tommy Thompson, Citizen; Andrew Hentz, Citizen, another Citizen whose signature is illegible.

**MINUTES:** Motion to approve the minutes of March 08, 2006 as written Moved-Second (Clarke-Seward) Motion carried.

**NEXT MEETING:** May 10, 2006 at 1:00.

**TREASURER'S REPORT:** Buck DeWeese presented the report and the bills. Motion and second to approve the treasurer's report (Kinney-Clarke). Motion carried.

**COMMITTEE REPORT**

Neil Clarke reported on the status of the appraisal. It is currently in Review with the DOT. It should be done in the next few weeks.

Buck DeWeese reported on the Lease Agreement update and Inspection due to the high utility bills and possible need for any repairs to the structures.

All area airports are at five cents a square foot except the Rapid City Airport. The charges there are twenty two cents for private and twenty eight cents for commercial use per square foot.

Buck also reported on the inspection of the county owned hangars for safety, utility, and building repairs.

There were a few hangars with door damage. One that would need to be repaired as the tenant directly across damaged the door severely and this will need to be addressed in the near future with the tenant that did the damage. There is loader damage to one door that will need to be fixed by the county.

A door with seal damage was found as well as some settling issues at the corner of one building and some cracking of aprons.

The utility excess was found to possibly be related to one tenant's use of a heater with no thermostat or thermal blanket. This heater was found to be running on a warm day when it should not have been needed. Ray Jilek was directed by the board to send correspondence related to the damage issues, indiscriminant use of uncontrolled heating units, illegal and unsafe storage of fuel and propane bottles as well as the unauthorized and illegal use of the hangars for living space.

The inspection also brought forth a need for some gate adjustments to the North gate and the need for repainting of the South East wall of the Eagle aviation building. The board directed the Airport Manger to get bids for painting the wall and if possible the cost to have a mural painted

on it. The manager will also place an extension on the furnace pipe to prevent discoloration to the wall.

The 2007 Budget Committee reported that they have preliminary figure put together and were waiting to check with Kadrmas, Lee and Jackson for a figure on their work for next year. The Committee set May 23<sup>rd</sup> for the date of their next meeting at the DeWeese residence

#### **AIRPORT IMPROVEMENT PROJECT STATUS**

Rod Senn reported on the status of the AIP. He also is waiting for the appraisal completion. He is currently gathering information for the FAA to move forward when the appraisal is completed. Rod and the Board held a discussion of the proposed construction of structures on the South side of the Interstate and the need for the developers to complete an FAA 7460 form.

#### **FBO REPORT**

Ray Jilek reviewed the fuel sales and aircraft activity report for the month of March.

He has received the specs to place to segmented circle cones and that will be complete in the near future. The FAA airport Inspection came back with a question on the need of cones to mark other runways. He will contact them to see what the confusion is on the cone markings. The inspection also made note of the need to rehab the runways within two years and the need to remark them in the near future.

The airport will host the Flying Dentists June 22-26, 2007. There could be about 60 aircraft.

They are considering hosting a hospitality meal. He received a request from Joey Mannon for a 50' X55' hangar with living quarters. He referred them to the city Planning and Zoning for further building code requirements.

The AWOS is again having problems. The display to the office is not working. He did receive information on the possibility of a new Super AWOS that is now coming available The Airport is the only one in the state not connected to the National Weather Service directly. He will look into more information on an update to the system if it can be repaired and also check into the new super AWOS system.

There is a fifteen foot bat wing mower on state bid from Scotts Supply in Mitchell for \$10299. It is a Woods brand mower. Ray reported that the fuel tax fund could pay for part of the mower. He would ensure that the bid is for complete equipment with hoses and other miscellaneous items. Motion to purchase the Woods mower from state bid for 10,299.00 (Seward-DeWeese). Motion carried.

#### **Public Comment**

President Bob Golay opened the floor to visitors for a short public comment session.

Tommy Thompson questioned land cost. Bob responded that the appraisals are not complete yet for final land pricing. He also questioned the cost of the runway expansion and funding for it. Bob explained some of the issues brought forth years ago for improvements such as the need to completely redo the runways in the near future due to pavement deterioration and other aspects of the project for improvements for the local users and to make the airport more user friendly but not to make it a commercial hub.

Andrew Hentz questioned the length of the runway and the expense and need for this.

All public attendees were encouraged to come to the meetings to gain the facts and understanding of this project.

#### **OLD BUSINESS**

#### **Conference Report**

The Airport Conference was held in Deadwood and board members did attend. Bob Golay, Ray Jilek and Neil Clarke did attend. They met with the FAA and the SD DOT. The appraisal is awaiting approval. They also received information on the new Super AWOS. It is a self certifying unit.

### **Airport Rules and Regulation Update**

The following changes will be entered into the Rules and Regulations for the Black Hills Airport/ Clyde Ice Field .

#### Section XII:

- A. Any person that is dissatisfied with or has a question concerning any Airport Operation or Procedure will submit the grievance in writing as soon as possible but no later than thirty (30) days from discovery of the issue by the grievant to the appropriate personnel in the following order:

First, to the individual/business concerned.

Second, if the issue is not resolved, then to the Lawrence County Airport Manager.

Third, if the issue is not resolved, then to the Lawrence County Airport Board.

Fourth, if the issue is not resolved, then to the Lawrence County Airport Board Liaison Member, who may take the issue up with the Lawrence County Commission.

These changes were approved at the March meeting. Ray Jilek will update the Rules and regulations to reflect these changes.

A current copy will be made available for anyone who wishes to have one at the Airport Managers office

A signed and dated copy of the Minimum Standards will be forwarded to a requesting party.

#### Section XIII

Rules and Regulations of the Lawrence County XIII. Lawrence County Airport Board **Vacancies**

- A. Any time there exists an Airport Board Member vacancy; the Board shall announce the vacancy to the public in the following manner:

1. A formal notice shall be published in the appropriate publications authorized by Lawrence County for legal notices, once per week for three consecutive weeks.

2. Said notice shall state any interested persons shall provide a written submission with resume to the address of the Airport Board, Box F 90 Sherman Street, Deadwood SD 57732 no later than 14 days after the date of the last publication. Which date shall be set and announced in the notice.

3. Filling of the vacant board position is not limited to those submissions pursuant to the published notice. The Board may consider any and all submissions as well as any other interested individuals brought to the attention of the board.

### **Open Member Position**

There have been 3-4 responses for the position. The responses will be addressed at the May meeting.

### **New Business**

Correspondence referencing a demand for a building addition has been received. Due to the outdated information on the request the board instructed the secretary to send the person a letter

requesting the lessee attend the next meeting to discuss the addition, property use and compliance to the lease. A motion to hold the request in abeyance until more information is presented at the May 10<sup>th</sup> meeting was made (Kinney-Clarke).

**Hay Lease**

Motion to have Marlene Barrett advertise twice for the Hay Lease at the airport (Seward-Clarke).

**Adjournment:** There being no further business to come before the Board, it was Moved-(Clarke) to adjourn at 3:30p.m. Motion carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: \_\_\_\_\_

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**May 18, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, May 18, 2006 at 1:03 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Buck DeWeese, Jim Seward, Neil Clarke and Matt Kinney (late).

**MEMBERS ABSENT:** One Open Board Seat

**OTHERS PRESENT:** Ray Jilek, Airport Manager; Rod Senn, Kadrmas, Lee and Jackson; Greg Bishoff, Black Hills Pioneer; J.J. Millard; Norma and Vern Kraemer; Ted Miller, Black Hills Aero; Bruce Outka, Lawrence County States Attorney (late).

**MINUTES:** Motion to approve the minutes of March 08, 2006 as corrected Moved-Second (Clarke-DeWeese) Motion carried.

**NEXT MEETING:** June 14, 2006 at 1:00, July 12<sup>th</sup> and August 16.

**TREASURER'S REPORT:** Buck DeWeese presented the report and the bills. The new mower will be paid out with \$5461.42 fuel tax funds and the rest Lawrence County Airport capital budget of \$4837.58 for a total of \$10,299.00. Motion and second to approve the treasurer's report (Clarke-Seward). Motion carried.

**COMMITTEE REPORT**

Neil Clarke reported on the status of the appraisal. It is still currently in review with the DOT.

Ray Jilek reported on the Lease Agreement update and inspection, a memo will be sent out at the end of May with the hangar billing. Ray did note that he spoken with Mr. Hill about the high utility bills for that hangar. He informed Ray that he was testing different heaters and would pay the difference for the last 4-5 months that are higher than normal. The board will just have to send him a bill.

The next budget committee meeting will be at 5 pm on May 23 to finalize the document so it can be submitted to the Auditor by June 16.

**AIRPORT IMPROVEMENT PROJECT STATUS**

Rod Senn reported on the status of the AIP. He also is waiting for the appraisal completion. He had spoken with Dave Anderson and the appraisal should be in the mail by the end of the week.

**FBO REPORT**

Ray Jilek reviewed the fuel sales and aircraft activity report for the month of April. He has purchased the spikes for the segmented circle cones and that the project has been completed. While working on this project it was noted that the windsock mast is in need of repairs. He will be getting that done soon. He brought to the board the fact that there is no

'creeper' gear in reverse for the tractor. This makes it hard on the unit to blow snow. The cost to install this gear unit would be about \$2500. He will bring quotes for the upgrade next month. Only one bid has been received for the painting of the East wall of the hangar. The board opted to table this until next month. Ray was going to try to work with Chuck Williams at County Highway to get some gravel in to remove some of the dips in the grass runway. He has made several repairs to the north gate. This unit seems to need more attention than the other gate. Ray felt that it would be a good idea to have the Rules and Regulations posted on the County Web site along with the Minimum Standards. This would enable more people to have access to the information.

A motion to post the documents on the County Airport Web site was made (Clarke-Seward). Ray also noted for general information that starting May 19 there will be a Colorado Pilots Association fly in at the airport.

## **OLD BUSINESS**

### **Mower**

Motion to surplus the old 15' bat wing yellow mower (Seward-Clarke)

### **Building Request**

Ted Miller was present to answer questions on his request to build an addition to his present structure. This would be a two story addition 20'X60'. This roof line would follow the current elevation and pitch. The structure would house a jig room, upholstery room, parts room, engine room, sheet metal room and a tool room. After some discussion Buck DeWeese made the motion we protect the requested space pending approval of the 740 form Mr. Miller has submitted to the FAA, second by Jim Seward.

The president Bob Golay inquired if Mr. Miller would like to convene to Executive Session to discuss the lease agreement. Mr. Ted Miller requested any discussion to be held in open meeting. Buck brought forth for discussion having the lease agreement revised to address several issues in the agreement that would be needed for compliance.

Such as the need to be FAA compliant, lessee would need to be responsible to ensure the building does not encroach on any utility easements and to remove the county from any liability for the utility easement issue. Mr. Miller indicated that the building would be built according to any codes needed. He was employing a professional contractor who would ensure all codes were met. Bob referenced the permit to build the current structure dated 07-06-93. He noted that Mr. Miller indicated at that time he would operate as an FAA approved Repair Station with a license as such and have a PMA-FAA Parts Manufacture Certificate. Addressed also was the need to keep a neat and tidy outdoor area. Specifically mentioned and photos were provided noting a box of aluminum pieces that was left open to the elements and had blown about the property.

Other concerns of the Board were the issues that he operated a flight training, car rental and limousine business from his location. Bob Golay inquired if he had Hangar Keepers Liability Insurance and if so the county would need proof on file. The county would need to be noted as being additionally insured on this policy and they would also need a copy of this. All of the above items would need to be addressed to the satisfaction of the board and the county legal advisors before approval could be given on the building request. Bob inquired specifically of Mr. Miller does indeed have Hangar Keepers Liability? Mr. Miller indicated that no he did not have this insurance due to the fact the he could not do Line Service so Hangar Keepers Liability would not apply. Bob questioned if he did indeed move aircraft in and out at his business and on

airport property? Mr. Miller indicated yes he did move aircraft. This was a concern of liability for the County. Mr. Miller indicated he would need to have Line Service written into the lease to be able to get Hangar Keepers Liability. The Board would need to have a definition of Hangar Keepers Liability before a decision could be made. These items would need to be worked through before the Board would approve the request.

The Board would have to draft an amendment to apply concurrently with the current structure lease agreement using the same lease dates, after FAA approval.

Mr. Miller requested to be put on the insurance list to operate county equipment. The Board refused the request due to a policy enacted after a Black Hills Aero former employee damaged county equipment. The jeep was being used by the former employee to move snow on airport property when the transmission went out. The vehicle was abandoned; no report was made by the former employee. The Airport Manager later located the vehicle and found it immobilized.

Mr. Miller brought forth the concern of being notified if NOTAMS are being issued.

He requested an email be sent to him when a NOTAM is being issued. Ray indicated he would attempt to notify him if possible of any NOTAMS that are issued. The Board indicated they would not support requiring this notification. Airport users are expected to check for NOTAMS independently prior to use of the airport.

Bob Golay inquired if Ted Miller was a registered FAA Safety Prevention Counselor?

Mr. Miller indicated that yes he was and the information could be found on the Web site.

The Board recessed from 2:50 until 3:10.

Board member Matt Kinney arrived.

The board reconvened at 3:10 for opening of the Hay Bid. Only one bid was received.

### **Hay Bid**

The secretary opened the bid which had been received at 4:45 on 5-17-2006. The bid was from Joe Harmon for the amount of \$2501.00.

A motion was made to accept the bid from Joe Harmon of 625 Maitland Rd Spearfish SD (DeWeese-Seward). Matt would like to have the minutes reflect the lower bid price was indicative of the previous poor hay quality due to the lack of precipitation for the last several years.

### **Executive Session**

A motion to move to executive session to discuss legal and personnel matter was made at 3:20 (Clarke –DeWeese).

The Board reconvened at 4:20.

No action was taken on the personnel matter.

A motion to direct the Lawrence County States Attorney's Office to notify Mr. Ted Miller of Black Hills Aero the concerns of the lack of compliance to insurance matters in his present lease agreement (Clarke-Kinney).

**Adjournment:** There being no further business to come before the Board, it was Moved- (Clarke-Kinney) to adjourn at 4:40. Motion Carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: \_\_\_\_\_

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**June 7, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, June 7, 2006 at 1:10 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Buck DeWeese, Jim Seward, Neil Clarke and Matt Kinney.

**MEMBERS ABSENT:** One Open Board Seat

**OTHERS PRESENT:** Ray Jilek, Airport Manager; Greg Bishoff, Black Hills Pioneer; Norma and Vern Kraemer; Tommy Thompson; Craig Mickelson, LC Planning and Zoning; Ted Miller, Black Hills Aero; Bruce Outka, Lawrence County States Attorney (late).

**MINUTES:** Motion to approve the minutes of May 18, 2006 as corrected Moved-Second (Clarke-DeWeese) Motion carried.

**NEXT MEETING:** July 12 at 1:00, and August 16.

**TREASURER'S REPORT:** Buck DeWeese presented the report and the bills. Don Paradis submitted two bills for service calls totaling \$90.00. There were several regular monthly bills not in yet for some of the electricity, Port a potties and the Telephone. Motion and second to approve the treasurer's report (Clarke-Seward). Motion carried.

**COMMITTEE REPORT**

Buck DeWeese reported on the land acquisition. The meeting with the DOT negotiating team and Wayne Nelson was on June 5. The appraisal is complete and the negotiators will be sending letters to the land owners this week. Buck stated that there could be possible offers next week.

Ray Jilek reported on the Lease Agreement update the letters were sent by the States Attorney on June 2. Ray did note that he had sent Mr. Hill the bill for the difference in the electrical of \$123.

The committee update was presented by Buck. The budget total for 2007 is 7339,528.03.

Motion by Clarke, second by Kinney to approve the proposed 2007 budget and present it to the Commission. Motion Carried.

Question from the floor on where in the budget is the Airport Manager's salary. This was explained by the Board as factored into the hangar rental.

Discussion was held to increase Jim Harmon's hours for 2007. Utilities increased due to the Port a potties and parking pad. The airport improvement project proposed budget is assuming there are no expenses for 2006. This line could change as the 2006 year ends.

**AIRPORT IMPROVEMENT PROJECT STATUS**

No report from Kadrmas, Lee and Jackson for this month.

**FBO REPORT**

Ray Jilek reviewed the fuel sales and aircraft activity report for the month of May. He received two bids for painting the East wall of the county shop. The bids were opened to reveal a Black

Hills Painting bid of \$1500.00 and Lamb Painting bid of \$3935.00. Motion to accept the Black Hills Painting bid of \$1500.00 Seward, Clarke second. Motion Carried

The Colorado Pilots Association had a good flying with 18 aircraft.

The 'creeper' gear in reverse for the tractor was discussed he has two quotes and will be receiving on from Hersruds for installation.

The wind sock will be down next week for repairs. Ray will put out a NOTAM to address this.

A fly in is scheduled for 2007 with the flying dentists. This will bring in about 50-60 aircraft.

### **OLD BUSINESS**

Open Board Member seat.

The Board has advertised for the opening and they have received three responses. This would be an almost three and a half year term The Board interviewed one applicant on June 1, and are recommending one applicant to the County Commission on Tuesday to fill the open seat on the board.

### **LEASE COMPLIANCE**

Ted Miller provided an insurance certificate for Hangar Keepers Liability. The board noted that his current general liability met the airport requirements. Matt Kinney noted that it is in compliance with the Lease and Minimum Standards.

### **NEW BUSINESS**

Buck DeWeese brought forth a parking problem at the airport. He arrived for a CAP mission on June 1 and found no parking available and a person had parked in such a way as to block a hangar he needed access to. There are several vehicles parked in the lot that are not currently being used and are taking up valuable parking. He questioned if there could be a lot set aside to move the non vital parked vehicles to that would free up space for vehicles currently in use. Neil and Buck will assess the situation and return with suggestions at the July meeting.

Buck brought up the subject of the new equipment being left out in the weather. He wondered if there could be a policy to move the equipment in if it won't be in use on that day or if a parking cover could be built to protect the equipment from the weather.

Jim Seward brought forth information he had received that a lessee at the airport is operating two businesses out of his leased hangar. He would like to recommend that a letter be sent to the lessee to cease and desist. The Boards concern is of liability and insurance. Jim had received the information on June third when the lessee admitted to him that he was giving flight instruction and repair. This would be considered a commercial operation and is covered under the Minimum Standards. All services have to be pre-approved. The airport board has recently been taken to task for not diligently enforcing all the rules and regulations and minimum standards. The airport is attempting to do this. Neil requested a letter be sent from the State's Attorney's office requesting the lessee's attendance at the next board meeting July 12 and to cease and desist any and all commercial operations from this hangar until the matter is addressed at the July Meeting.

An inquiry was received from the floor as to the use and expenses of the parking pad by the Fire base. The fire base covers the expenses incurred while using the services. The board may look into the suitability of putting the proposed picnic shelter in that area also.

**Adjournment:** There being no further business to come before the Board, it was moved and second (Clarke-DeWeese) to adjourn at 3:00. Motion Carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: \_\_\_\_\_

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**July 12, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, July 12, 2006 at 1:10 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Buck DeWeese, Jim Seward, Neil Clarke and Matt Kinney.

**MEMBERS ABSENT:** One Open Board Seat

**OTHERS PRESENT:** Lora Jilek, Airport Manager; Norma and Vern Kraemer; Ted Miller, Black Hills Aero; Bruce Outka, Lawrence County States Attorney; Rod Senn and Rick Ennen, Kadrmas, Lee and Jackson

**OPENING STATEMENT:**

President Bob Golay presented his prepared statement.

I have intentionally caused some irregularity on the agenda for today's meeting because I want to make an opening statement in regard to the Airport Board functions in Lawrence County.

As you all know, in the past few weeks the integrity of this board and the president personally has been criticized by the media and private citizens for doing what this board believes to be in the best interest of Lawrence County and the Black Hills Airport.

In our fast paced society today it is hard to find people who will stay focused on the tasks that need to be done when you feel unappreciated for your time consuming community efforts.

For that reason, I want to publicly commend you for your good stewardship as board members. Thank you for diligently responding to committee duty requests and for volunteering your time as we continue on with the tasks of preparing for the future in the ongoing effort to make the Black Hills Airport operate efficiently and safely as we continually incorporate our visions for the future of the Black Hills Airport.

**MINUTES:** Motion to approve the minutes of June 7, 2006 as corrected Moved-Second (Clarke-DeWeese) Motion carried.

**NEXT MEETING:** The next Meeting will be at 1:00 August 16 and September 13.

**TREASURER'S REPORT:** Buck DeWeese presented the report and the bills. The utility bills that weren't received by the meeting in June are reflected in this months report to be paid. Bob reported that we will need to send a copy of the invoice to the state for the reimbursement of part of the mower expense. Motion and second to approve the treasurer's report (Clarke-Kinney). Motion carried.

**COMMITTEE REPORT**

The committee for lease agreement compliance has not been able to meet with Ray due to scheduling difficulties. Laura Jilek read correspondence from Ken McGirr referencing the fact they he has been working on coming in to compliance and thanked the board for being the impetus to get it done.

**AIRPORT IMPROVEMENT PROJECT STATUS**

Rick Ennen and Rod Senn were present to report that the Plan development is on hold until the land acquisition is complete.

### **FBO REPORT**

Laura Jilek reviewed the fuel sales and aircraft activity report for the month of June. Jet fuel saw a large increase in part due to the traffic at Barrick/Homestake. She also reported that there are over 20 Forest Service vehicles at the airport due to the fire season. The wind sock has been repaired. Black Hills Painting is scheduled to paint the East wall within the next 30 days. The EPA was in to inspect the shop drain closure. Laura also presented the rebate check from the power company for \$3702.00. Ray would like to see some of this used for obstruction light and runway light repair. The haying on airport property is about 80 percent complete. A tenant request for a social gathering at his hangar was presented. This will be August 12 with music from 7-10pm. Buck made the motion with Neil second to direct the Airport Manager to instruct the tenant to apply for a brown bag permit through the County Commission.

The DOT 5 year Statewide Transportation Improvement Program meeting is being held in Rapid City July 25 at 7pm. Neil made the motion with Jim second to approve Ray to attend this meeting.

Laura brought forth information on insurance coverage for the Tail draggers Association through the EAA. She was instructed to pursue information on the coverage to ensure that it meets the lease agreement requirements.

### **OLD BUSINESS**

#### **CORRESPONDENCE:**

Bruce Outka and the board discussed the reply from Mr. Berke on his denial of possible lease agreement violations. Motion to take no action at this time but to monitor the issue for any further problems (Clarke-Kinney).

**AIP:** Neil reported that the offers to purchase property have been made. No one has accepted the offers. Due to the fact that the Airport Board will not be able to meet the grant deadline we will notify the FAA and SD DOT that we will no longer pursue the 2005-2006 Acquisition Grant. The Board would like to include the acquisition in the 2007 FAA-DOT Grant request to enable the Board to pursue the land acquisitions necessary to continue the Airport Improvement Process. Motion by Clarke second by Seward to notify the FAA/SDDOT of the request. Discussion of the request by KLJ to work with the Corp. of Engineers through the permitting process to extend the runway into false bottom area which is a flood plain.

Motion was made to authorize the president to sign the contract with KLJ (Clarke-Kinney).

Motion was made to direct Neil to communicate with the DOT to continue negotiations with the land owners (Kinney-Clarke).

#### **Open Board Member seat.**

The Board has advertised for the opening and they have received three responses. This would be an almost three and a half year term The Board interviewed one applicant on June 1. Motion to recommend Scott Gullickson of Spearfish to the County Commission to fill the open seat on the Airport Board (Clarke-DeWeese).

#### **PARKING ISSUE:**

Buck DeWeese brought forth a report on the on going parking problem at the airport. He advised that this is not an occasional problem it seems to be a fairly regular problem. Discussion was held on graveling the flat area north of the Civil Air Patrol building as there is easy access to electricity and it is fairly centered between public areas. This would be for overflow and long term parking. It is an area approximately 60X115 feet. Motion by Clarke second by Seward to

get a cost analysis for the proposed parking area and take input from other users as to their ideas for the best location and return next month with the information.

**BUILDING PROPOSAL (Pending Old Business)**

Ted Miller provided the current FAA Airspace Approval in his request for Board approval for his building expansion at Black Hills Aero. He also provided a copy of his insurance for his Limo service. This being an unapproved service he was requested to return next month to request the service be included in his lease agreement. He has cleaned up the aluminum in the area and had provided last month, his proof of Hangar Keepers' Liability Insurance.

Kinney made the motion to have Ted bring the requests back next month to ensure his lease is in compliance before they consider the building approval, Clarke Second.

Motion and second withdrawn.

Clarke made the motion to approve the request from Black Hills Aero for the proposed expansion, Kinney second. Motion carried to allow Black hills Aero to move forward with their financing.

Ted Miller also brought forth the need for a separate building for County Equipment to allow that hangar to be leased and to improve the safe storage of the equipment.

**NEW BUSINESS:**

Bob and Buck recommended an increase to the lease on county hangars of 15 percent with a 20 cent a square foot charge on commercial hangars. After discussion a motion to amend the budget submitted to the county be made to remove the proposed increase from the 2007 budget and consider it for the 2008 budget (Clarke-Kinney).

**Adjournment:** There being no further business to come before the Board, it was moved and second (Clarke-DeWeese) to adjourn at 3:20. Motion Carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: \_\_\_August16, 2006\_\_\_\_\_

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**August 16, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, August 16, 2006 at 1:03 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Buck DeWeese, Jim Seward, Neil Clarke, Scott Gullickson and Matt Kinney.

**OTHERS PRESENT:** Laura Jilek, Airport Manager; Ted Miller, Black Hills Aero; Tommy Thomson; Ken McGirr, EAA.

**MINUTES:** Motion to approve the minutes of July 12, 2006 as written Moved-Second (DeWeese-Clarke) Motion carried.

**NEXT MEETING:** The next Meeting will be at 1:00 September 13.

**TREASURER'S REPORT:** Buck DeWeese presented the report and the bills. Bob reported that the state reimbursement share of the mower expense of \$5461.42 was being processed with the state and that the County has received the reimbursement of \$19,912 for land acquisition expenses from the state. Motion and second to approve the treasurer's report (Clarke-Kinney). Motion carried. Laura brought forth a corrected billing from Vaisala for repair to the AWOS from February. This was originally billed to Eagle Aviation and has been corrected to reflect billing to the county. A motion to pay the bill of \$308 this month so the company would not have to wait another 30 days for remittance was made. (Clarke-Kinney)

**COMMITTEE REPORT**

**LAND ACQUISITION**

Neil expressed a desire to move the land acquisition to Old Business under 'AIP project action' for a better use of time and subject matter.

**AIRPORT IMPROVEMENT PROJECT STATUS**

No report.

**FBO REPORT**

Laura Jilek reviewed the fuel sales and aircraft activity report for the month of July. She also reported the Forest Service vehicles at the airport due to the fires have increased sales in July. She brought forth one verbal quote and one written quote for installation of the creeper gear in the tractor. Due to the question of a recall on the tractor and no information the board tabled this until more information on any possible upcoming recall work is received.

Laura reported on the question of need for rules to handle fireworks at the airport during the 4<sup>th</sup> of July. The consensus of the board was, since the airport is in the city and it is illegal to shoot fire works in the city of Spearfish that if this poses a problem in the future to call the police to handle the illegal activity.

**OLD BUSINESS**

**EAA:**

Ken McGirr was present to discuss the upcoming EAA activities and the current insurance issues.

Mr. McGirr informed the Board that the Fly South Dakota group would be meeting at the airport September 8<sup>th</sup>. There will be meals served by the EAA and the Civil Air Patrol Chapter on the 2 days of the event, which will include induction into the South Dakota Hall of Fame, SD Pilots Association fly in, along with an FAA Safety Seminar.

Mr. McGirr requested clarification on what the requirements are for the EAA Hangar and the Trail Draggers airplane. He wanted to know what issues need to be addressed and amount and type of coverage was needed and by whom. The Board's concern was expressed as to the liability if the Trail Dragger airplane housed in the EAA hangar would burn or be harmed while sitting unused in the hangar and what coverage was available if other units would be damaged if the EAA hangar or Trail Dragger airplane would have a fire. Matt offered to review the policy to check on the exclusions and additional coverage offered by the EAA policy and report back at the September meeting.

**AIP:** Neil reported that the offers to purchase property have been made. The land owners have indicated they will pursue their own appraisals. The landowners have not decided on any action as of 10 days ago. The committee is working with the state negotiator John Keyes.

Bob reported that he received email correspondence requesting a formal letter from the Board indicating the Board's desire to request funding continuation in the 2007 fiscal year budget from the State of South Dakota for the Black Hills Airport improvement project.

The August 22 Aeronautics Commission meeting was discussed. The need to have the letter to them prior to the meeting and to have Board members present in Pierre to pursue the funding and answer any questions led to the motion by Matt with second by Scott to allow up to 3 people to travel to Pierre to meet with the state and to draft the funding request letter to be sent to the FAA as soon as possible.

**PARKING ISSUE:**

Buck and Neil brought forth input they have received on the parking suggestions by users. Laura brought Ray's suggestions. The committee will work on the ideas and meet with Chuck Williams on the feasibility of each suggested location. Buck will check on the possible NDB interference with the site near the Civil Air Patrol Building.

**CORRESPONDENCE:**

The board discussed the correspondence received after the July meeting from Mr. Duane Berke. The board acknowledged that they have received this correspondence and would take no further action.

Discussion of the request by KLJ to work with the Corp. of Engineers through the permitting process to extend the runway into false bottom area which is a flood plain.

Motion was made to authorize the president to sign the contract with KLJ (Clarke-Kinney).

Motion was made to direct Neil to communicate with the DOT to continue negotiations with the land owners (Kinney-Clarke).

**NEW BUSINESS:**

None submitted

**Adjournment:** There being no further business to come before the Board, it was moved and second (Clarke-DeWeese) to adjourn at 2:30. Motion Carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: September 13, 2006

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**September 13, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, September 13, 2006 at 1:05 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Buck DeWeese, Jim Seward, Neil Clarke, Scott Gullickson and Matt Kinney ( late arrival 2:55)

**OTHERS PRESENT:** Ray Jilek, Airport Manager; Ted Miller, Black Hills Aero; Tommy Thomson; Ken McGirr, EAA; Rod Senn, Kadrmass, Lee and Jackson; Dinah Paris; and Deb Phillips.

**MINUTES:** Motion to approve the minutes of August 16, 2006 as corrected Moved-Second (DeWeese-Clarke) Motion carried.

**NEXT MEETING:** The next several meeting dates were set, they will be at 1:00 October 11, November 15<sup>th</sup>, and December 6.

**TREASURER'S REPORT:** Buck DeWeese presented the report and the bills. Buck will change the report format next month to enable the newer bills to be presented each month with the spread sheets for the month to reflect the previous month's bills and current balance. Ray requested the bill for Int. Sec. be held pending information on the possibility of a transformer warranty.

Motion to approve treasurer report (Clarke-DeWeese).

**COMMITTEE REPORT**

**LAND ACQUISITION**

Neil expressed a desire to move the land acquisition to Old Business under 'AIP project action' for a better use of time and subject matter.

**FBO REPORT**

Ray Jilek reviewed the fuel sales and aircraft activity report for the month of August. Ray brought forth 3 quotes for installation of the creeper gear in the tractor. With question of a possible recall on the tractor and no new information the board requested Ray check into freight charges for all the quotes to ensure this is addressed.

Ray informed the board Black Hill Power was intending to replace the leaning light pole on Steinmeier hill and would like to replace the lights with LED fixtures at the same time. Motion to allow the replacement of the pole and light on Steinmeier hill as this was a budgeted item and place the LED light fixtures on this pole to lessen the bulb replacement needs at this hard to access location (DeWeese- Clarke). Ray would like to have the rules and regulations posted on the internet for public access. He brought forth the old business of the license for the 122.7 MH Unicom signal. The license has been received and the changes will be published mid to late fall. As a side note this license had been previously issued eleven years ago but not ever instituted. Due to the age of the license it had to be reissued.

## **OLD BUSINESS**

### **BLACK HILLS AERO:**

Ted Miller was present to discuss the new lease addendum for his building expansion.

There were several questions with the draft document. After lengthy discussion the motion to hold the lease agreement for further clarification was made (Clarke-Seward).

A discussion was brought forth in reference to the snow removal policy for the secondary county road leading into Mr. Miller's business. The county employee responsible for plowing had been instructed as to the Board's wish to have this road plowed in a priority manner depending on the schedule of other pressing needs. A motion to remove item number 9 from the Snow Removal Policy as written to date was made by Buck, second by Jim. This item addresses the removal by an airport employee of snow from the aprons of private hangars. Specifically, the northern private hangars that have not signed the Hold Harmless Agreement. Neil made the motion to table the discussion. This motion died for lack of second. Jim called for question. Motion carried (Clarke opposed).

The board instructed the airport board secretary to send letters to the four hangars to inform them of this change in the Policy. She was instructed also to advise them that this does not change the taxiway snow removal policy.

### **EAA:**

Ken McGirr was present to discuss the upcoming EAA activities and the current insurance issues. He had emailed the information to Matt Kinney who had not arrived. He would return next month when this was an agenda item.

### **PARKING ISSUE:**

Buck and Neil brought forth a draft report with parking suggestions by users. This report will be included with the minutes of the meeting for public perusal. One item of note was the county would be removing the trees in the gravel pit and cut to length to make the firewood available to the public to take. This project would lessen the wildlife habitat directly adjacent to the runway and could possibly keep birds and large animals from the area by making the area less hospitable to animals. Buck met with the County Highway Department, Chuck Williams and Bob McCormick to discuss several of the options. Buck and Neil would have more information on cost estimates from the county next month.

Committee report attached at the end of the minutes.

## **NEW BUSINESS**

### **AGENDA POLICY**

Matt reported on the agenda policy. He would like to see the agenda published on the county web site twenty four hours before the meeting. This would enable the public to have knowledge of subjects to be discussed in case they would like to attend.

Motion by Matt to have the agenda items be brought before the president for inclusion on the agenda by at least two business days before a regular scheduled meeting and to also publish the meeting agenda within 24 hours of the meeting on the county web site. Died for lack of second. Matt also recommended that the Board adopt the addition to each agenda that states there is a time allocated for 'Items from Visitors' but that no action will be taken on these items. This would enable the public to be heard, enable issues to be brought to the attention of the board for consideration at the next meeting. Enabling the board to gain knowledge to address the issue appropriately and time before the next meeting to investigate items that might need more information before the item could be considered. This may expedite concerns that could need action by bringing it to the board a month earlier than is currently possible. Neil made the motion to adopt this agenda item policy with the caveat that 'No Action Will Be Taken', Matt second.

### **EXECUTIVE SESSION**

Motion that the board go into executive session at 3:55 pm to discuss contractual matters with Rod Senn from KLJ and Ray Jilek present (Clarke-DeWeese).

Board returned to open session at 5:05 ( DeWeese).

Motion to move ahead with the Airport improvement Project with the return of the survey date in the current engineers design which shows the total cost is economically feasible considering the increased funding commitment from the FAA and SD DOT (DeWeese- Clarke).

Motion to instruct the Land Acquisition Committee to contact the State Negotiator to continue to proceed with the project (Kinney-Seward).

**Adjournment:** There being no further business to come before the Board, it was moved and second (Clarke-Kinney) to adjourn at 5:10. Motion Carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: October 11, 2006

## **COMMITTEE REPORT**

# LAWRENCE COUNTY AIRPORT BOARD

## PARKING ISSUES

1. Black Hill Clyde Ice Field Airport (BHCIFA) has become a storage area for Recreational and derelict vehicles. Hangar tenants feel that since they pay for use of hangar space, they have a right to park their personal vehicles anywhere on the airport. We have done a good job cleaning up the areas inside the security fence and must now focus on the parking areas.

A. We have had numerous complaints about cars parked on taxiways and grass areas between hangars which block aircraft from taxiing or force them to offset from taxiing on centerline to maintain minimal wingtip clearance. As airport custodians, we must address the issue directly to prevent a possible taxi accident or incident.

B. Airport users who trailer their aircraft to the airport do not have a parking lot big enough to unload their trailer, consequently, they park along the roadway going into the airport.

C. During the recent EAA Fly In, attendees were parked anywhere they could find space in the surrounding meadows and grassy areas. This creates a fire hazard from hot catalytic converters on low clearance cars. At the same time, there were at least 2 snowmobile trailers, an unused and I'm sure non-running fuel truck, enclosed utility trailer, private limousine and camper trailer taking up space in the paved lot next to Black Hills Aero (the host site of the fly-in).

2. We were assigned to a committee by this board to explore the options for more parking on the airport. As such, I met with Mr. Chuck Williams and Mr. Bob McCormack, both from Lawrence County Highway shop. We walked the airport from South of Eagle aviation (and the existing paved lot there) to the Northern most hangars (where we park our recently purchased equipment). Options were discussed and weighed for their merits and problems. Mr. Williams will compile a report and cost estimate for the following areas by the October meeting:

A. Expand the area just inside the South security gate.

B. Gravel the area between the fence and South Parking lot.

C. Gravel an area approximately 60 ft by 180 ft just North of the Civil Air Patrol garage.

- D. Gravel the grassy area approximately 40 ft by 60 ft just South or the North security gate.
- E. Level and gravel the North edge of the Northern most taxiway approximately 20 ft by 80 ft.
- F. Remove the trees from the gravel pit to improve access to material.

3. Other areas were considered for parking, but rejected by Mr. Williams as being unsuitable due to drainage issues or future hangar expansion. The attached map shows the approximate areas recommended for development as gravel parking areas and possible future paving.(see atch 1)

4. The gravel pit contains dozens of trees which provide nesting for birds and cover for deer. This area is adjacent to the arrival/departure corridor for aircraft and poses a definite safety threat. They should be removed and the area kept clear for future development.

5. While having the extra parking will solve most of our problems, the problem of RV and derelict vehicle parking will still exist and may even increase. As such, we recommend:

- a. We incorporate language into the BHCIFA Rules and Regulations language that expressly prohibits parking any type of Recreation Vehicle, unlicensed vehicle, utility or sport trailer, or project of any sort without a specific parking permit issued by the Airport Manager or this Board.
- b. Only hangar tenants or airport employees be allowed to drive inside the security fence.
- c. Display signage that clearly defines these rules.
- d. Advertise the rules and regulations with regard to parking for one month in the local newspapers.
- e. Include a flyer in each hangar tenant bill clearly outlining these changes.
- f. These changes should be coordinated with our legal counsel and local law enforcement to make sure they are enforceable and define the extent of punishment for non-compliance.

Respectfully submitted by the LCAB Parking Committee

Neil Clarke

Rodney DeWeese

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**October 11, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, October 11, 2006 at 1:10 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Buck DeWeese, Jim Seward, Neil Clarke, and Matt Kinney

**MEMBER ABSENT:** Scott Gullickson

**OTHERS PRESENT:** Ray Jilek, Airport Manager; Ted Miller, Black Hills Aero; Tommy Thomson; Rod Senn, Kadrmass, Lee and Jackson; Zachary Agar; Pearl S Gulbranson; and Tom Broadhurst.

**MINUTES:** Motion to approve the minutes of September 13, 2006 as written. Moved-Second (DeWeese-Clarke) Motion carried.

**NEXT MEETING:** The next several meeting dates were set, they will be at 1:00, November 15<sup>th</sup>, and December 6.

**TREASURER'S REPORT:** Buck DeWeese presented the report and the bills. Buck changed the report format to enable the newer bills to be presented each month with the spread sheets for the month to reflect the previous month's bills and current balance. The board is still holding the Int. Sec. bill pending information on the possibility of a transformer warranty. Ray will check on Hangar 2 and the NDB to see why the bills are higher this month. Motion to approve treasurer report (Clarke-Kinney).

**VISITOR COMMUNICATIONS:** Tommy Thompson brought forth several questions. One being the price of Jet fuel at the Belle Fourche Airport versus the price charged at Spearfish and others about Board correspondence being public, the Boards use of Executive session and the plans to secure funding for the airport project. The Board also addressed a letter from Mr. Thompson requesting copies of the Airport Master Plan and Airport Improvement Project Plan. The Board addressed the concern with Mr. Thompson and the public being informed that due to the size and complexity of the Plans requested they could be reviewed at the Whitewood, Spearfish, and Deadwood Libraries as well as at the Airport Managers Office. Mr. Ted Miller questioned the Maximum expense before the need to bid and item. He was informed \$15,000.00 unless the item is already on State bid. Up to fifteen minutes will be devoted to questions from the public.

**COMMITTEE REPORT**

**LAND ACQUISITION**

Correspondence was received from KLJ referencing the updated plans and the need for less acres than originally thought.

The South Dakota DOT stated that they would give the Board the 'green light' to pursue a settlement on the Hansen property. The DOT is also working to amend the Mitchell appraisal to support the eligibility and approve a settlement with the same value as the Hansen property.

## **FBO REPORT**

Ray Jilek reviewed the fuel sales and aircraft activity report for the month of September. Ray brought forth a report on a ground loop incident at the airport September 26<sup>th</sup>. They have secured the aircraft in a hangar and are awaiting the Insurance company decision on the Aircraft. The FAA and all the responsible parties have been notified.

Hersruds in Sturgis amended their quote to install the creeper gear in the tractor to remove some of the freight cost, the total will be \$3630.81. Motion to have Hersruds install the creeper gear for the quoted price. (Clarke-Seward)

Ray brought forth Hersruds recommendation to replace the Axle to strengthen the front end to enable it to haul heavier loads without the concern of blowing anything out. No action from the Board as they would like to investigate this potential problem.

Ray informed the board that Thursday night the lights were out at the airport. Royal electric came out Friday and fixed the blown fuse. The Board directed Ray to discuss with the electrician his ability to come out in the night in case of any other such electrical emergency. Black Hills Power is awaiting an estimate to replace the leaning light pole on Steinmeier hill and will replace the lights with LED fixtures at the same time. Ray also hopes to get the other light bulbs replaced before the snow gets deep. He brought forth the old business of the license for the 122.7 MH Unicom signal. He would like to purchase the new power board for \$760.00 plus shipping to get this reconfigured to work with the lights so enable the new frequency to be published. Motion to allow this purchase for up to \$1000.00 to enable the new frequency to be activated correctly. (DeWeese-Clarke)

**AIP:** Rod Senn presented a new updated map that included the amended acreage.

Discussion to move forward with the land acquisition. Motion to instruct the Board to have the SD DOT put the documents together for the offer to the remaining landowners. If the landowners sign the offer the Board will present to documents to the Lawrence County Commission (Clarke-Kinney).

Neil will forward this request.

## **OLD BUSINESS**

### **BLACK HILLS AERO:**

Ted Miller was present to discuss the new lease addendum for his building expansion.

Matt brought forth the new lease document addressing the four areas of concern. The first being number four on the lease, the assessed footage for the addition will be at five cents a square foot which represents the same rate as original lease; number six, indicates a 12 month completion date; number seven, maintain practice within total compliance of the lease; number eight, give Ted Miller all responsibility and rights of Black Hills Aero pursuant to the divorce decree of July 25, 2002.

Discussion was held on the storage shed currently located at Black Hills Aero. The Board indicated the need for Mr. Miller to comply with the Minimum Standards. Ted indicated he was comfortable with the lease.

Motion to approve signing the amended lease to Ted miller, dba Black Hills Aero as written (Clarke Kinney).

The Board took a recess to have the lease notarized by Marlene Barrett at 2:40 reconvened at 2:50.

### **AIRPORT SNOW REMOVAL POLICY**

Neil presented a motion to return the Snow Removal Policy to the 2005-2006 prior policy stating that Airport Employees would remove snow from the aprons of the Private Hangar Owners who have signed the Hold Harmless Agreement. The Prior letter from the September meeting was held and would not be sent. Motion to return the Snow Removal Policy to the previous policy. (Clarke-Kinney) DeWeese Nay.

### **EAA:**

Current insurance issues EAA insurance issues were brought forth by Matt Kinney. Mr. McGirr was not present. Mr. Ted Miller indicated he was an officer of the EAA and as such would engage in the discussion. Matt indicated the insurance does cover EAA activities and had the \$1,000,000.00 coverage. He also noted that he does not believe the Trail Draggers aircraft is currently insured under this policy. He would send a letter to the Trail Draggers indicating the findings of the board after review that the EAA policy does not currently cover that aircraft as it is written. He would inform them that the aircraft 'at rest' is not covered and Lawrence County would need to be named as an additional insured for \$1,000,000.00 of coverage.

### **PARKING ISSUE:**

Buck and Neil brought forth the report with parking suggestions by users from last month's meeting which is included in the September minutes. County Highway Department, representative Bob McCormick sent cost estimates on 4 options. Discussion was held on the 4 options with a total of \$8190.00 for gravel. Motion to move forward on option 1, the existing parking lot extension and 3, near Black Hills Aero for a total of \$2796.30 (Seward-Clarke)

### **AGENDA PROCEDURES**

Motion to delay the discussion of agenda procedures for one month due to the lengthy meeting today (Kinney-Seward).

### **NEW BUSINESS**

The Board addressed 3 article of correspondence.

The first was a request for clarification from Summersaero Service LTD on FAA Examiners position at the airport. Bob spoke with the FAA and they indicated they would recommend approval for FAA certified examiners to be able to conduct testing at the airport. Motion to approve this activity (Seward-Clarke).

Correspondence has been received from Michael V. Wheeler representing Duane Berke addressing statements made to two board members by Mr. Berke on the indication of Mr. Berke conducting a commercial business from the Lawrence County Airport Property.

No action taken.

Correspondence from The FAA office in Bismarck from Mr. Steven Obenauer on a complaint the FAA has received from Mr. Duane Berke indicating discriminatory practices in reference to flight testing regulations in the Minimum Standards and questioning the statement by the complainant that the FBO is currently not engaging in flight instruction.

The Board instructed the secretary to draft a response to the two allegations with references and proof of the false nature of the above accusations.

**INSURANCE PREMIUM**

An emergency item not on the agenda was presented by the president. The insurance premium notice for continuation of coverage at the airport was presented by Marlene Barrett during the meeting. Due to the deadline stated in the premium notice this would have to be enacted and signed at this meeting and returned to the company before November 6 th. Due to the fact that the Board’s November meeting is the 15<sup>th</sup> this item was brought forth for emergency approval. Motion to renew the insurance premium by the date indicated (Clarke-Seward).

**Adjournment:** There being no further business to come before the Board, it was moved and second (DeWeese-Clarke to adjourn at 4:35. Motion Carried.

Respectfully submitted by Rene’ Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: November 15, 2006

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**November 15, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order at 1:10 p.m. on Wednesday, November 15, 2006 in the County Commissioners meeting room in the Lawrence County Courthouse annex, Deadwood, SD.

All motions were passed by unanimous vote of members present unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Jim Seward, Neil Clarke, Scott Gullickson and Matt Kinney (arrived at 1:15 p.m.).

**MEMBERS ABSENT:** Buck Deweese

**OTHERS PRESENT:** Ray Jilek, Airport Manager; Bruce Outka, Dep. States Attorney; Tommy Thompson; Rick Lingscheit; and Rod Senn, Kadmas, Lee and Jackson.

**MINUTES:** Moved-Seconded (Clarke-Gullickson) to approve the minutes of October 11, 2006. Motion carried.

**NEXT MEETING:** Next meeting set for December 20<sup>th</sup> at 1:00 p.m.

**TREASURER'S REPORT:** Bill list was presented and discussed totaling \$7,159.11. Moved-Seconded (Clarke-Gullickson) to approve payment. Motion carried.

**VISITOR COMMUNICATION:** Golay asked for any questions from visitors. Tommy Thompson questioned how much of the county road would have to be moved to accommodate the runway extension, the price of fuel, a second runway, and questioned if instrument approaches would actually be improved in the new airport project. Rod Senn said approximately  $\frac{3}{4}$  of a mile of the road would have to be rebuilt starting at the low water crossing, the county would rebuild the road and it is included into the project. Jilek said they try to stay competitive with fuel prices. Some of the cheaper pricing at other airports is for self-service and from different suppliers. Jilek said the FAA won't design the actual instrument approaches until the runway is built. They envision a better GPS vertical guided approach and are unsure of ILS system at this time. Golay said the second runway is not planned at this time and we would have to wait for funding to consider that.

Neil Clarke asked Thompson if there was a way to improve communication with the group of people who are against this airport project. Clarke expressed his concern with misinformation circulating. Clarke told Thompson he appreciated him coming to the meeting and getting his questions answered and not relying on hearsay.

Rick Lingscheit questioned why only employees and hangar owners were allowed through the gates, such as access for trailered aircraft. Jilek said he would like to see airport users only through the gates. Golay said the intent was to keep dead storage, snowmobile trailers etc. from accumulating in the parking areas so that patrons and trailered aircraft would have a place to park. Purpose is to keep parking areas open for legitimate purposes. Golay thanked Lingscheit for his comments and asked him to submit his proposals in writing so the parking committee can consider his suggestions. Lingscheit also felt the "little general aviation guy" was ignored in the new project. He said some don't feel the project will improve instrument approach landings. Clarke and Jilek responded that until the runway is extended to the northeast we will never have a straight-in approach to runway 30. This project will greatly improve that. Golay said we have funding in place now to do this project. What affects our airport most is taking off and problems with density altitude. Weather affects users less than 9 days per year. Clarke explained the hotter the day is the more runway is needed for take off. Board members talked about the many

different businesses/aircraft owners that would benefit from the improvement project. Jim Seward reiterated that if we wait, we could lose the project as well as the airport.

Joe Harmon asked the Board to consider changing the haying lease to run from October 1 – September 30 of each year. The present lease runs calendar year. With his crop insurance term of October 1 – September 30 he has to purchase another years insurance, without knowing if he will get the next year's bid, to comply with the terms of the lease. Golay will make this an agenda item for next meeting for Board discussion/action.

**AIP LAND ACQUISITION:** Golay informed the Board the Hansen property has been purchased and approved by the County Commission. Negotiations with landowners are being handled by the State Dept. of Transportation. The other two parcels of Mitchell property have not been acquired yet.

**2:00 P.M.** Moved-Seconded (Clarke-Seward) to go into executive session for legal and contractual matters with Bruce Outka, Dep. States Attorney. Motion carried.

**2:30 P.M.** Moved-Seconded (Clarke-Kinney) to reopen meeting.

Golay said he has received word from the DOT that negotiations have failed for purchase of the Mitchell property. Two offers have been presented to the landowners at two separate meetings with the DOT negotiator. Offers were based on appraised values equal to the third parcel needed for this project which has an accepted offer. The DOT legal department has requested a resolution of direction from Lawrence County pursuant to action needed to proceed with acquiring the two remaining parcels of land needed for the airport improvement project. Due to the fact that an agreement has not been reached, Lawrence County must now start a condemnation process in order to proceed. Golay and Clarke both said the improvement project would probably end if these two parcels are not acquired. Moved-Seconded (Clarke-Seward) the Airport Board request that the Lawrence County Commissioners at their next meeting approve a resolution authorizing the condemnation process to be forwarded to the State of South Dakota DOT Legal Office. Motion carried.

Bruce Outka will prepare resolution for County Commission consideration. It was also noted that at the time of adoption of said resolution, the County will need to set aside dollars in escrow in the amount of appraisal.

**AIRPORT DEVELOPMENT:** Rod Senn, project engineer, said he is working on validation paperwork and will send to DOT by Dec. 15. He is also completing the capital improvement plan that is due in January. Senn was also directed to correct that plat of the Hansen property purchase with needed city and highway signature blocks and other changes requested by the City of Spearfish.

**FBO REPORT:** Jilek submitted and discussed fuel and activity report. All snow removal equipment is repaired and operational. PAPI lights will be repaired soon. The balance of fuel fund held at DOT is \$1577.73. Black Hills Power and Light submitted a quote of \$1751 to replace leaning pole on Steinmeyer property and said there may be some cost sharing by the company. He requested permission to go ahead with pole replacement. Moved-Seconded (Clarke-Gullickson) to proceed with pole replacement. Motion carried.

**EAA CHAPTER INSURANCE:** Kinney reported that the local EAA chapter has said that the purchase of liability insurance, as required in their hangar lease, for their aircraft is beyond the abilities of the chapter. They are covered while conducting EAA activities, but have no liability insurance while aircraft is "at rest". Board members discussed the problems posed by having an uninsured aircraft in our hangar and asked Kinney to notify them they are out of compliance with the lease and suggest they purchase ground insurance. Kinney will report back at next meeting.

**AIRPORT PARKING:** Clarke said the committee has received two letters with suggestions and will wait for the letter from Lingscheit with his suggestions.

There being no further business, it was Moved-Seconded (Clarke-Seward) to adjourn at 3:20 p.m.

APPROVED:

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Robert D. Golay, PRESIDENT

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DATE

**LAWRENCE COUNTY AIRPORT BOARD MEETING**  
**December 20, 2006**

President Bob Golay called the regular monthly meeting of the Lawrence County Airport Board to order on Wednesday, December 20, 2006 at 1:00 p.m. in the County Commissioners meeting room in the Lawrence County Courthouse Annex, Deadwood, SD.

All motions were passed by unanimous vote unless stated otherwise.

**MEMBERS PRESENT:** Bob Golay, Buck DeWeese, Jim Seward, Neil Clarke, and Matt Kinney

**MEMBER ABSENT:** Scott Gullickson

**OTHERS PRESENT:** Ray Jilek, Airport Manager; Tommy Thomson; Rod Senn, Kadrmass, Lee and Jackson; Wayne Nelson, SD DOT Aeronautics; Gary Stephenson; Bruce Outka, Lawrence County; Royal Elwood, Royal Electric; Al VanZee, KEVN; Michelle Hall, BH Pioneer; Tim Velder, LC/RC Journal.

**MINUTES:** Motion to approve the minutes of November 15, 2006 as written. Moved-Second (Clarke-DeWeese) Motion carried.

**NEXT MEETING:** The next two meeting dates were established; they will be at 1:00, January 10, and February 14, 2007.

**TREASURER'S REPORT:** Buck DeWeese presented the report and the bills. The total expenditures were \$4608.26 with additional expenditures of Per Diem and Mileage for Board members yet to be calculated. All bills will be submitted for payment at the December 28 County Commission meeting. (Note \$1522.60 had been paid previously after checking with Mel after the meeting).

**VISITOR COMMUNICATIONS:** Gary Stephenson brought forth his concerns of what he felt was a general animosity between some of the public sector and the Airport Board. He did not want this to affect the Hall of Fame Project negatively and requested the board find a way to address this issue. Ray brought up the possibility that annually someone representing the Hall of Fame project could present an information item to the board to keep them abreast of the projects progress. This would better enable the project to get recognition and publicity. Tommy Thompson brought forth a question on the funding process of the Airport Improvement Project. He wanted to know what formula was used for the payment share of the Federal, State and Local Government.

The Federal share is 95%, State 2% County 3%. The funding formula is complicated and includes several possible areas for funding yet to be determined by the entities involved.

## **COMMITTEE REPORT**

### **FBO REPORT**

Ray Jilek reviewed the fuel sales and aircraft activity report for the month of November. Royal Elwood was present to discuss the repairs to the PAPI lights. The units are obsolete and fixing them completely is not currently a possibility. He does have them working but they will need to be checked regularly to ensure they are at the correct angle to assist pilots. He also

requested a Hold Harmless Agreement from the County to cover him for the possible effects of the lights not being 100% due to the lack of complete repair parts. Wayne Nelson and Ray will check with other airports to see if they could locate a used board that could be installed to correctly fix the problem. A motion was made to draft a Hold Harmless Agreement with Royal Elwood personally, to ensure protection while working for his former employer and now working independently (DeWeese-Clarke).

Ray reported on the scheduled resetting of the leaning light pole on Steinmeier Hill by Black Hills Power sometime next week. They will then install the two new LED lights on both poles. Don Paradeis will install a pressure relief valve on the loader to prevent over pressure of the hydraulic line. Ray is awaiting the bill for the circuitry to enable the Unicom frequency change. This change notice will be published March 15, 2007. The Christmas Party will be January 5<sup>th</sup> from 5-7. He will be requesting a brown bag permit from the county.

## **OLD BUSINESS**

### **EAA CHAPTER/ TRAIL DRAGGERS INSURANCE:**

Matt reported he had in his possession a copy of the insurance for the organization from Falcon Insurance for \$1,000,000.00. This places the group in compliance with the Rules and Regulations of the airport for this subject. The need to investigate the other aircraft in the hangar was expressed. The Board directed the Airport Manager to investigate the status of that aircraft and report to the board at the next meeting.

### **PARKING ISSUE:**

Bob Golay gave the Parking Committee correspondence from Ernie Clark referencing the Parking Plan. They will review the content. The Committee had no report this month.

### **AIRPORT EMPLOYEE:**

Brenda McGruder from the Auditor's Office was present to work through the costs of having Jim Harmon go to  $\frac{3}{4}$  time. Brenda McGruder informed the Board that all the costs to implement this job status change were not included in the approved 2007 budget

The Board would need to make a request to the Commission for a supplement in 2007. Motion to urge the Commission to approve the  $\frac{3}{4}$  position as requested by the Board was made (Seward-Kinney).

### **AIP PROJECT:**

Rod Senn of KLJ and Wayne Nelson of the SD DOT were present to report on the progress of the project. A meeting was held with the Committee and two Commissioners this morning to present an update on the implementation of the condemnation process. A motion was made to direct the Board to make a request of the Commissioners instructing the engineering firm Kadrmas, Lee and Jackson to proceed with the design engineering process. This will ensure the plan is ready and up to date to proceed with the bidding process (Clarke-Seward).

A motion to request the County notify the FAA in writing of the intent to move forward on the Airport Improvement Project was made (Seward-Clarke).

The Board also will request the Commission approve the funding for the purchase of the first land acquisition which is with the Hanson family. Bruce will contact the Title Company to proceed with the plat and prepare the deed, other paperwork, and to establish a time on the 29th

of December to schedule the parties for closing. This will enable the Board to finalize the purchase and expend the funds by the end of 2006. A motion requesting Commission approval and payment was made (DeWeese-Kinney).

Rod Senn also requested the Board complete the validation forms for the 2007 project year. Motion to sign the validation forms was made (Seward-DeWeese).

**CORRESPONDENCE:**

The Board received a request for information from the board on two items of interest. Motion to direct a response to Mr. Berke referencing his letter of 12-10-2006 (Clarke-Seward).

**NEW BUSINESS**

Discussion was held on the request by Joe Harmon to change the lease dates of the Hay Contract to October 1 thru September 30 to better enable the purchase of crop insurance. The Board felt that with the AIP moving forward and the present and future land acquisitions the best decision would be to leave the lease as is until construction is complete.

Motion to leave the lease as is was made (Clarke-Seward).

There being no need, the executive session on the agenda was dismissed.

**Adjournment:** There being no further business to come before the Board, it was moved and second (Clarke-Seward) to adjourn at 3:05. Motion Carried.

Respectfully submitted by Rene' Larson, LCAB Secretary.

APPROVED: \_\_\_\_\_  
Airport Board President

DATE: January 10, 2007