

LAWRENCE COUNTY AIRPORT BOARD MEETING
January 14, 2016

The regular monthly meeting of the Lawrence County Airport Board was opened by Vice-Chairman Michael Rath at 1:00 p.m. on January 14, 2016, in the County Commissioner's meeting room in the Lawrence County Administrative Office Building, 90 Sherman St. Deadwood SD.

All motions were passed by unanimous vote unless stated otherwise.

MEMBERS PRESENT: Michael Rath, Randall Rosenau, Brooks Hanna, Jim Seward. and Spearfish Representative Dan Hodgs.

MEMBERS ABSENT: Travis Lantis, Randy Deibert

QUORUM: A quorum was present to conduct business.

OTHERS PRESENT: Ray Jilek, Eagle Aviation; Ted Miller, Black Hills Aero; James Deranleau, Black Hills Aero; Joe Neeb, Spearfish City; Jason Wooston; and Bruce Outka, Deputy State's Attorney.

WELCOME: The Board welcomed returning Commission Appointee Brooks Hanna and new Spearfish Representative Dan Hodgs.

MINUTES: Moved and seconded to approve the minutes of the December meeting as written (Hanna-Rosenau) Motion carried.

NEXT MEETING: February 11, 2016

TREASURERS REPORT: The monthly financial statement was reviewed. Moved and seconded to approve the monthly expenditures totaling \$6800.41 (Rosenau-Hodgs). Motion carried.

AIRPORT MANAGERS REPORT: Ray reported on fuel sales. He presented a check from Mr. Citrowske for \$250 for hangar lease. There are now 11 people on the list. He presented a letter from the USDA for another lease for 3-5 years at \$225 and \$41 for electricity. Moved and seconded to continue the same rates and sign a 3 year lease (Seward-Hanna). Motion carried. Ray purchased more pulleys and a come-along to repair the rollers on hangar doors. Michael reported on another door needing assessed for possible repairs. Ray will put a note in the bills for next month to have everyone check the pulleys and let them know if there is a problem. Hangar 2 has only 2 cables

attaching the door and the rest of the doors have 4 cables so watching hangar 2 is very critical. Ray has been working with Rod Senn and Ryan Bale from the FAA Office to close out grants. They are going to schedule a conference call about coring the asphalt on the taxiway for testing. Ray and Rod along with the Board don't feel this is the best option since they should have the core records from when the work was done.

The SDDENR has cancelled our Storm water Discharge Permit since the slopes have revegetated. Moved and seconded to eliminate the N D B since it is outdated and we can't get parts or anyone to work on it (Seward-Rosenau). Motion carried.

Ray will file the paperwork with the FAA.

Ray will work to get the AWOS recertified. He is checking with Tony Fremo in Rapid City. The County and Madison SD are the only two airports in the state that own their own AWOS.

Brooks inquired as to what the priority was for a Wild Life Fence. He recently observed 10-12 deer on the north end of the Runway. Ray also reported he had heard but not personally seen reports of elk being on the Airport property. Brooks feels it should be a priority.

AIRPORT DEVELOPMENT: No Report.

LEGAL MATTERS: Bruce reported he is working through the Airport improvement Grant Risk Policy questionnaire he recently received from the FAA. This insures our funds are tracked per Federal regulations.

AIRPORT STATUS: The City has been working to establish codes for the Airport Board to work under. The City has also amended their resolution to accept the Airport with or without the crosswind runway. If it does not happen prior to the City taking possession they will address it as the paperwork comes through. The County has signed the documents to approve transfer of the hangar leases and avigation easements. They are now all awaiting the FAA. It is all in Federal hands now.

Review of Chapter 5 Master Plan: The Board Committee reviewed Chapter 5 of the ALP and felt it was fine as presented. No adjustments were recommended.

SDDOT Snow Fence Request: Ray presented information the SDDOT has returned with a request for a 10 foot snow fence with a bottom wire along the interstate side of the airport. It would be a wooden structure. He is checking for airspace to ensure it meets with FAA rules. Joe Neeb was present and voiced the concern it was not the kind of structure they would find pleasing at that site. The City would like to have input on the request.

PLOWING: Bruce reported he spoke with Allan Bonnema about plowing the road into Black Hills Aero. He took it under advisement. Randall will bring it to the Commissioners. This road feeds to the County Hangar and would assist the Airport Maintenance to get to their snow removal equipment.

VISITOR COMMUNICATION: None.

OFFICIAL COMMUNICATION: None

AIRPORT BOARD OFFICER ELECTION: Moved and seconded to nominate Michael Rath for Chairman (Hanna-Seward). Motion carried. Moved and seconded to nominate Brooks Hanna for Vice-Chair (Rath-Rosenau). Motion carried.

BOARD DISCUSSION: None

Adjourn-Rath

APPROVED: _____

DATE: 2-11-2016

LAWRENCE COUNTY AIRPORT BOARD MEETING
February 11, 2016

The regular monthly meeting of the Lawrence County Airport Board was opened by Chairman Michael Rath at 1:00 p.m. on February 11, 2016, in the County Commissioner's meeting room in the Lawrence County Administrative Office Building, 90 Sherman St. Deadwood SD.

All motions were passed by unanimous vote unless stated otherwise.

MEMBERS PRESENT: Michael Rath, Randall Rosenau, Randy Deibert, Brooks Hanna, Jim Seward. and Dan Hodgs.

MEMBERS ABSENT: Travis Lantis

QUORUM: A quorum was present to conduct business.

OTHERS PRESENT: Ray Jilek, Eagle Aviation; James Deranleau, Black Hills Aero; and Bruce Outka, Deputy State's Attorney.

MINUTES: Moved and seconded to approve the minutes of the January meeting as written (Seward-Hanna). Motion carried.

NEXT MEETING: March 10 and April 14 2016. Moved to schedule the meetings for the second Thursday of each month for 2016 (Deibert). Motion died for lack of second.

TREASURERS REPORT: The monthly financial statement was reviewed. Moved and seconded to approve the monthly expenditures totaling \$18,785.54 (Rosenau-Hanna). Deibert-Nay. Motion carried. Discussion of the unbudgeted expenses of KLJ. Bruce will ask Rod Senn to be present next month. He will look into a supplement for the Capitol Improvement expenditures for 2016. If these are grant covered expenses the County is responsible for 5% of the billed costs.

AIRPORT MANAGERS REPORT: Ray reported on fuel sales He requested approval for the expense of changing out the obstruction light fixtures North of the airport on Mitchell Ridge they are both out. These are the last two to be changed to LED fixtures. Dave Pietz will change them out on his own time for \$450 labor per pole. He will have a two person team as they are on single wooden poles. We currently have the fixtures. Moved and seconded to allow the fixtures to be changed out after Mr. Pietz and his team member sign indemnification forms (Seward-Hanna). Deibert-Nay. Motion carried.

The line is down to the obstruction light W of the Sawmill South of the Interstate. It is serviced by Butte Electric. There could be a bill coming in for the repair since the meter is on the pole by the sawmill. The easement is the power company and not the airport so he isn't sure how it will be billed.

Mr. Sackett with the FAA will publish the decommissioning of the NDB in the next publication. Troy Fremo is making progress with trouble shooting the AWOS.

AIRPORT DEVELOPMENT: No Report.

LEGAL MATTERS: Bruce reported he has submitted the three year Airport improvement Grant Risk Policy questionnaire.

AIRPORT STATUS:

Ray feels it could be beneficial for the County Commission and the Spearfish Council and Mayor to decide on a transfer date for the airport and send a letter to the FAA as the drop dead date to move forward. The Board feels the transfer is just sitting at the FAA with no action and this would spur them into getting it done. The Board would like to encourage the entities involved to move forward. Randy feels this would be a benefit if it was decided before the Airport Conference in April so they could discuss face to face with the FAA. Bruce feels Ray's suggestion has merit.

PLOWING: Bruce reported the plowing issues is dead. The county will not plow more roads at the airport.

SNOW FENCE:

Bruce is still holding the easement request for the Snow Fence. He will contact Matt Stone from the SDDOT and inform him this is currently on the back burner due to the Airport being in the City limits and will be City property in the near future.

MOA:

Michael inquired if others have noticed that the Air Force is using the Gateway area over Spearfish as a holding pattern for their jets. He finds this disturbing to the community and not necessary as a Gateway should be a through area and not a holding area. They need to move into the designated MOA and not hold over Spearfish for unlimited times. Michael will write the letters of concern. They will be sent to the Air Force, the Governor and our Legislative contingent.

VISITOR COMMUNICATION: None.

OFFICIAL COMMUNICATION: None

BOARD DISCUSSION: None
Adjourn-Deibert-Seward

APPROVED: _____

DATE: 3-10-2016

LAWRENCE COUNTY AIRPORT BOARD MEETING
March 10, 2016

The regular monthly meeting of the Lawrence County Airport Board was opened by Chairman Michael Rath at 1:00 p.m. on March 10, 2016, in the County Commissioner's meeting room in the Lawrence County Administrative Office Building, 90 Sherman St. Deadwood SD.

All motions were passed by unanimous vote unless stated otherwise.

MEMBERS PRESENT: Michael Rath, Randall Rosenau, Randy Deibert, Jim Seward and Dan Hodgs.

MEMBERS ABSENT: Travis Lantis, Brooks Hanna.

QUORUM: A quorum was present to conduct business.

OTHERS PRESENT: Kent Penny, KLJ; and Bruce Outka, Deputy State's Attorney.

MINUTES: Moved and seconded to approve the minutes of the February meeting as written (Rosenau-Seward). Motion carried.

NEXT MEETING: April 14, 2016

TREASURERS REPORT: The monthly financial statement was reviewed. Moved and seconded to approve the monthly expenditures totaling \$15,601.33 (Rosenau-Rath). Motion carried. Discussion of the unbudgeted expenses of KLJ. Kent Penny and René explained the fee the County is liable for. The Auditor informed Bruce that any supplement will come later in the year.

AIRPORT MANAGERS REPORT: Michael reported the FBO information on fuel sales and Airport Business. Ray has ordered new wind socks out of the fuel tax funds. As of March 1st the Fuel tax fund balance is \$18514.66. The hay bid will need to be sent out. Bruce will advertise it twice March 12th and 26th For bid opening April 5th at 8:25. The Carlstrom property will be bid separately through the city. The Obstruction light fixtures and bulbs have been replace on the two poles on Mitchell Ridge. Butte Electric donated the labor we paid for parts and lift rental. Thank you Butte Electric.

AIRPORT DEVELOPMENT: Kent Penny from KLJ gave the Airport Development status report. A discussion of a 3/4 Mile or 1000 ft visibility off the primary surface encroachment issues. they will work with the FAA to correct the error on the plan. Moved and seconded to have KLJ pursue having the FAA correct the approach error on the 1 mile approach (Deibert-Rosenau). Motion carried.

The Airport meeting with the FAA at the Conference at the Lodge will be Tuesday April 5th at 10:30.

LEGAL MATTERS: None

AIRPORT STATUS: A letter to the FAA will be composed by the Board, the City and County and sent to KLJ Tom Schauer for vetting and presented to the FAA at the Conference meeting.

MOA:

The County signed and sent the letter presented by Michael Rath to the Air Force at Ellsworth referencing them using the Gateway area over Spearfish as a holding pattern for their jets.

VISITOR COMMUNICATION: None.

OFFICIAL COMMUNICATION: None

BOARD DISCUSSION: None

Adjourn- Rosenau -Deibert

APPROVED: _____

DATE: 4-14-2016

LAWRENCE COUNTY AIRPORT BOARD MEETING
April 14, 2016

The regular monthly meeting of the Lawrence County Airport Board was opened by acting Chairman Brooks Hanna at 1:00 p.m. on April 14, 2016, in the County Commission meeting room in the Lawrence County Administrative Annex Building, 90 Sherman Street, Deadwood, South Dakota
All motions were passed by unanimous vote unless stated otherwise.

MEMBERS PRESENT: Brooks Hanna, Randy Deibert, Travis Lantis, Jim Seward, Dan Hodgs

MEMBERS ABSENT: Randall Rosenau, Mike Rath **QUORUM:** A quorum was present to conduct business.

OTHERS PRESENT: Kent Penny, KLJ Engineering and Bruce Outka, Deputy State's Attorney

MINUTES: Moved and seconded to approve the Minutes from the March 10, 2016, meeting as proposed (Travis/Randy). Motion carried.

NEXT MEETING: May 12, 2016 at 1:00 p.m. **TREASURER'S REPORT:** The monthly financial statement was reviewed. Moved and seconded to approve the monthly expenditures totaling \$2,451.06. Moved and seconded to approve paying bills (Randy/Travis). Motion carried.

AIRPORT MANAGER'S REPORT: Taxiway coring was completed to confirm thickness of taxiway as part of the taxiway grant closeout. No issues were reported. KLJ will assume cost of testing. New windsocks have been installed and paid for out of the fuel tax fund. Jack Kucera has contacted Ray and is interested in constructing a 100' x 100' hangar. The proposed location is north of the new apron in the third tier of hangars as identified in the new master plan. An extension of the taxiway will be required. The question arising therefrom is how to pay for the taxiway extension to access the proposed hangar. Ray is coordinating with KLJ and Mr. Kucera to facilitate the location and construction which may occur yet this year. Randy initiated a conversation about land leases at the airport and whether the rents collected cover costs to the county for maintenance matters like snow removal. Ray signed a GCO (Ground Communication Outlet) agreement with Ellsworth AFB to allow for IFR clearances. The NDB has been decommissioned and a NOTAM filed. Ray has not been contacted by Adam Roosa regarding Roosa's questions about quad copter/drone use near the airport.

AIRPORT DEVELOPMENT: Kent Penney, KLJ Engineering, gave the airport development status report. Coring for grant closeout was successful and KLJ will assume the cost for the testing. KLJ submitted a request to the FAA to proactively change the instrument approach procedure for runway 31 which was to increase visibility minimums from $\frac{3}{4}$ mile to 1 mile. KLJ is working on edits to the ALP with the goal of having it completed by May for submittal to the FAA.

LEGAL MATTERS: Bruce Outka reported that the airport hay lease bids received by the county commission on April 5, 2016. The bid was awarded to the high bidders Doug Bechen/Justin Williams in the amount of \$5,976.76. Outka also presented the response from Col. Gentry W. Boswell, Commander of the 28th Bomb Wing, Ellsworth AFB, regarding B1 flight training activity near Spearfish. Jim and Brooks reported negative feedback from the county's letter to Ellsworth AFB. Outka also presented the FAA response to items yet to be addressed to complete the application to transfer airport sponsorship from the county to city.

AIRPORT CONFERENCE REPORT: Representatives from the county and city expressed encouragement to the FAA to expedite the airport transfer. Ray suggested that the State DOT Aeronautics Division work to find a contractor to certify the AWOS system and pay for at least some of the costs associated with maintaining the system. Ray also reported that the AWOS wiring is deteriorating. A new system costs \$150,00-\$180,000. The State agreed to look into the matter.

VISITOR COMMUNICATION: None.

BOARD DISCUSSION: None.

Adjournment at 2:00 p.m.

APPROVED: _____ DATE: 5/12/2016

LAWRENCE COUNTY AIRPORT BOARD MEETING
May 19, 2016

The regular monthly meeting of the Lawrence County Airport Board was opened by Chairman Michael Rath at 1:00 p.m. on May 19, 2016, in the County Commissioner's meeting room in the Lawrence County Administrative Office Building, 90 Sherman St. Deadwood SD.

All motions were passed by unanimous vote unless stated otherwise.

MEMBERS PRESENT: Michael Rath, Travis Lantis, Brooks Hanna and Dan Hodgs.

MEMBERS ABSENT: Randall Rosenau, Randy Deibert, Jim Seward.

QUORUM: A quorum was present to conduct business.

OTHERS PRESENT: Ray Jilek, Eagle Aviation; Kent Penny and Rod Senn, KLJ; and Bruce Outka, Deputy State's Attorney.

MINUTES: Moved and seconded to approve the minutes of the April meeting as written (Lantis Hodgs). Motion carried.

NEXT MEETING: June 17, Note: This is a FRIDAY!

TREASURERS REPORT: The monthly financial statement was presented by René with expenditures for May of \$26,077.18. We received a budget supplement of \$28,718.28 reflecting Grant reimbursement. Total expenses to date after reimbursement \$54,016.49. Moved and seconded to approve the finance report (Hanna-Lantis). Motion carried.

AIRPORT MANAGERS REPORT: Ray reported on fuel sales and traffic. They are down slightly. Ray discussed removing the areas around the taxiway from the hay contract for safety reasons. The Airport will keep it mowed to alleviate unnecessary crossing of the runway. The County sprayed for weeds. He is requesting a brown bag permit for June 9 and July 18-22nd. The Cub Aircraft Association will be in on the 9th and the International 181-185 Cessna Association will be in on July 18th. Ray and John Becker from the FAA are working on the AWOS maintenance issue. There is \$18,931.77 in the Fuel Tax Fund. Tom Kapacz and Jack Kucera are working to build hangars at the airport. Jack is ready to go on his 100X100 hangar. Ray will have him check with the city on regulations for the hangar.

AIRPORT DEVELOPMENT: Kent Penny and Rod Senn were present to discuss the ALP. The Environmental Assessment will probably not be grant funded this year. This will put us behind a year. The cost would be around \$100,000. He asked if the City of Spearfish would fund the costs to keep this on track until the money comes available. Dan will bring this to them. The sponsorship transfer was discussed. The exhibit A the FAA is looking for would cost \$15,000. This would be done by KLJ. It would take from 30-80 hours. He inquired if the County or the City wanted to fund this. When the sponsorship goes through and the Carlstrom property is added it will need to be done again.

He presented to the Board the current ALP with the preferred site plan. Moved and seconded to accept the ALP as presented (Lantis-Hanna). Motion carried.

LEGAL MATTERS: Bruce reported that the county does not require sprinklers in their building code but since the airport is now in the city limits builders should check the regulations with Spearfish.

Ms. Rhonda Swenson will come before the commission Tuesday about her rodent problem and the rock pile.

AIRPORT STATUS: Nothing new.

Budget: The Board set the budget meeting for June 1st in Deadwood at 1pm. This will be posted for to public.

VISITOR COMMUNICATION: None.

OFFICIAL COMMUNICATION: René reported on the receipt of the grant funds \$28,718.28 from the SDDOT.

BOARD DISCUSSION: René will send out reminders of the change of day for the regular June meeting and the Budget meeting.

Adjourn- Hodgs-Lantis.

APPROVED: _____

DATE: 6-17-2016

LAWRENCE COUNTY AIRPORT BOARD MEETING

June 17, 2016

The regular monthly meeting of the Lawrence County Airport Board was opened by Chairman Michael Rath Hanna at 1:00 p.m. on June 17, 2016, in the County Commission meeting room in the Lawrence County Administrative Annex Building, 90 Sherman Street, Deadwood, South Dakota

All motions were passed by unanimous vote unless stated otherwise.

MEMBERS PRESENT: Mike Rath, Brooks Hanna, Randall Rosenau, Randy Deibert

MEMBERS ABSENT: Jim Seward, Dan Hodgs, Travis Lantis

QUORUM: A quorum was present to conduct business.

OTHERS PRESENT: Ray Jilek, Airport Manager, Kent Penny, KLJ Engineering and Bruce Outka, Deputy State's Attorney

MINUTES: Moved and seconded to approve the Minutes from the May 19, 2016, meeting as proposed (Randall/Randy). Motion carried.

NEXT MEETING: July14, 2016 at 1:00 p.m.

TREASURER'S REPORT: The monthly financial statement was reviewed. Moved and seconded to approve the monthly expenditures totaling \$3,534.41. Moved and seconded to approve paying bills (Randall/Mike). Motion carried.

AIRPORT MANAGER'S REPORT: Ray discussed fuel sales and the traffic report. Activity at the airport is picking-up. Ray reported he was able to get replacement parts for the AWOS. He is also talking with All Weather about a software and equipment upgrade for the AWOS. Cost estimates are \$10,000 for the upgrades and up to \$5,000 for the re-certification. Ray talked to John Becker with SDDOT Aeronautics about the possibility of using fuel tax monies to pay for AWOS upgrades. Currently the fuel tax fund contains \$18,931.00. Questions remain about who would install and upgrade the system.

Moved and Seconded to authorize Ray to pursue SDDOT Aeronautics fuel tax funding for the AWOS upgrades, and if approved to order the parts. (Randy, Mike) Motion carried.

Ray also talked to representatives from Sen. Thune's office regarding the airport transfer. Ryan Bale from the ADO in Bismarck then reported that the application package was complete and would be forwarded for legal and administrative review.

AIRPORT DEVELOPMENT: Rod Senn, KLJ Engineering, reported the ALP (Master Plan) was submitted to the FAA. Rod expects that it will take 3-4 months for a reply. Rod also reported that the county will miss the upcoming grant cycle for the EA because the new ALP has not yet been approved.

Rod added that 3 old grants should be closed out and the county can expect reimbursement soon.

Discussion was held about using existing entitlement funds to make repairs/improvements at the airport to include a taxiway to the proposed Kucera hangar. The risk being that if the funds are not used locally the funds may be reallocated to other airports.

It was discussed that a meeting should be scheduled with Mr. Kucera, the City and representatives of the County to discuss the proposed hangar.

Funding for future hangar construction was also discussed.

OLD BUSINESS: Ray and Bruce reported that the budget subcommittee met and submitted the 2017 proposed budget.

LEGAL MATTERS: No report.

VISITOR COMMUNICATION: None.

BOARD DISCUSSION: None.

Adjournment at 2:00 p.m.

APPROVED: _____ DATE: 7/14/2016

LAWRENCE COUNTY AIRPORT BOARD MEETING
July 14, 2016

The regular monthly meeting of the Lawrence County Airport Board was opened by Chairman Michael Rath at 1:00 p.m. on July 14, 2016, in the County Commissioner's meeting room in the Lawrence County Administrative Office Building, 90 Sherman St. Deadwood SD.

All motions were passed by unanimous vote unless stated otherwise.

MEMBERS PRESENT: Michael Rath, Travis Lantis, Brooks Hanna, Randall Rosenau, Jim Seward and Dan Hodgs.

MEMBERS ABSENT: Randy Deibert

QUORUM: A quorum was present to conduct business.

OTHERS PRESENT: Ray Jilek, Eagle Aviation; J.D. Deranleau, Mayor Dana Boke and Bruce Outka, Deputy State's Attorney.

MINUTES: Moved and seconded to approve the minutes of the June meeting as corrected (Hanna-Rosenau). Motion carried.

NEXT MEETING: August 25, September 8, 2016

TREASURERS REPORT: The monthly financial statement was presented by René with expenditures for July of \$8,791.15. Total expenses to date after reimbursement \$67,798.63.

Moved and seconded to approve the finance report (Lantis-Hodgs). Motion carried.

AIRPORT MANAGERS REPORT: Ray reported on fuel sales and traffic. They had a busy month with the fire. There were 10 helicopters stationed at the field, two of them were Black Hawks. There is a Sikorsky still there. He signed an Emergency Facility Land Use agreement with the Feds for any damages to the property. He does not see where there has been anything to note. He did charge a 10 cent fuel flowage fee to the equipment companies using the field after discussing this with Bruce Outka.

The AWOS upgrade will cost \$9702.00 for the equipment and \$4-5000.00 for the install and recertification. He is waiting for quotes from RSI Net for the install. He spoke with 3 SDDOT aviation Board members and they feel this is a good use of the fuel tax funds. Last month there was \$18,931.00 in the fund for Lawrence County. It will need to be applied for and approved through the SDDOT. He presented two checks for the hangar wait list, Brad Maier from Landstar Construction, in North Dakota and Chip Barnhart

from Barnhart Consulting from New York. Ryan Bale from the FAA emailed Ray and the legal review is done and the transfer application is in administrative review. All the hay bales should be off the field by the end of the weekend.

There will be a 180-185 International meeting at the airport this next week. They are expecting about 50-60 Aircraft starting to come in Saturday with most coming in on Monday. He will mow for more tie down locations by the new ramp.

Some of the helicopter traffic caused a parking lot light to spin and turn to light the grass. He has to replace some bulbs and will get a lift truck in to turn it back and change any bulbs that need it.

AIRPORT DEVELOPMENT: None

LEGAL MATTERS: Bruce reported the FAA closed out two of the three open grants at the airport.

AIRPORT STATUS: He is anticipating the administrative review to be done within 30 days to move this forward.

Budget: Three Board members met June 1 to prepare the budget for submission. The County Commission met and there was no major concerns brought forth.

VISITOR COMMUNICATION: None.

OFFICIAL COMMUNICATION: René reported on the receipt of the grant closeout funds \$210,064.36 from the SDDOT.

BOARD DISCUSSION: None

Adjourn- Lantis-Seward.

APPROVED: _____

DATE: 8-25-2016