

Black Hills Airport Board

Meeting Minutes

January 3, 2019



The Black Hills Airport Board met on Thursday, January 3, 2019 in the City Council Chamber of City Hall, 625 N. 5th Street, Spearfish, SD. Michael Rath called the meeting to order at 1:00 PM.

Members present: Michael Rath, Brooks Hanna, Darick Eisenbraun. Dan Hodgs and Randall Rosenau. Travis Lantis was absent. Quorum was established. Others present were: Mayor Boke, Airport Manager Ray Jilek, City Administrator Harmon, City Attorney McDonald, City Finance Officer Dutton and Admin Assistant Weber.

Hanna moved, Rosenau seconded and all voted to approve minutes from September 13, 2018 and December 13, 2018. Rosenau moved, Rath seconded and all voted to add Election of Board Officers and approve the Agenda as amended.

Hodgs nominated Rath for Board President. Hodgs moved, Rosenau seconded and all voted to elect Michael Rath as Board President. Rath nominated Hodgs for Board Vice President. Rath moved, Rosenau seconded and all voted to elect Dan Hodgs as Board Vice President.

Ray Jilek, FBO presented a brief BH Airport Operations Monthly Report.

- Traffic and fuel sales are normal for this time of year.
- Announced that Black Hills Airport has its first jet aircraft based in the LLC Hangar.
- Jilek reviewed the documents to be approved today.
- There is flagging on Airport Road – MDU is expanding along Mac Lane.
- Wildlife Hazard Assessment was completed at the end of November. The document is currently being prepared with completion anticipated within 60 days. He discussed the big wildlife issue being the rodent problem at the airport that is bringing in raptors.
- City is negotiating with Duhamel regarding the light on the tower on Lookout Mountain. FAA does not require Duhamel to light the tower as it is less than 200 feet, however it is on a mountain top and currently that mountain top is not lit.
- Snow removal is going very well this year – Airport is in good shape, equipment-wise. Jilek mentioned that he would like access to a smaller unit such as a Skid-Steer, in order to do some of the more precision cleanup.

Airport Board Matters

Revised By-Laws: The revised By-Laws were reviewed. Changes recommended include:

- Section 2 and 2.3 - Remove 'Secretary' from Officers and role of Secretary.
- Section 4.1 – Change from 'monthly' to quarterly. Allow consensus as to actual date/time of quarterly meeting with 1:00 PM on the second Thursday as

recommended.

- Section 4.5 – recommend 3 members to establish quorum.
- Remove any names of people from document except for current President to sign once approved.

Rosenau moved, Eisenbraun seconded and all voted to approve the revised By-Laws as amended.

Minimum Standards: Minimum Standards and Rules and Regulations were reviewed with amendments recommended as follows:

- Paragraph 8a - Strike the last sentence regarding 50' setback – Jilek stated setbacks are determined individually.
- Page 17 paragraph C – Strike Millipore tests. Jilek stated this is an old type of test and no longer applicable.
- Document – update name of current President on approvals and signature pages.

Rath moved, Hodgs seconded and all voted to approve revised Minimum Standards and Rules and Regulations as amended.

Lease Documents: Hangar, month-to-month and ground lease documents were reviewed with the following amendments recommended:

- Make all annual ground lease due dates February 1st with late payment after February 10th.

Rosenau moved, Hanna seconded and all voted to approve revised Ground Lease document as amended.

- Jilek recommended the late fee be reduced to \$10 or \$20. Rath and Hodgs stated they were in agreement with the \$40 late fee set in terms.
- Add to month-to-month – annual adjustment to monthly rates based on CPI rounded up to \$5. Fee resolution to be set at 3rd Quarter meeting so the adjusted fees may go into effect on January 1st of the new year.

Eisenbraun moved, Hodgs seconded and all voted to approve revised hangar lease month-to-month document as amended.

Public Comment Section: Rath opened the public comment section at 1:47 PM. There were no public comments for this meeting.

Board President Rath announced that Brooks Hanna is not seeking re-appointment and is resigning from the board. All thanked Mr. Hanna for his years and service.

Next meeting: Rath asked for consensus to meet on the third Thursday of March instead of the second. Next meeting date/time set as March 21, 2019 at 1:00 PM.

There being no further discussion before the board, Rosenau moved, Hodgs seconded and all voted to adjourn at 1:35 PM.