

**MINUTES**  
**ABERDEEN AIRPORT BOARD**  
**Regular Meeting**  
**February 5, 2026**

**MEMBERS PRESENT:** Tony Schwan, Michael Erickson, Jarrett Rix, Aaron Smith

**MEMBERS ABSENT:** Lon Gellhaus

**OTHER PRESENT:** Airport Staff: Rich Krokkel, Marvin Black, Rhea Ketterling; COA: Ron Wager, City Attorney Alan Johnson, David Novstrup (City Councilor); Kyler Dinger (BC Commissioner), Michael Schmit (Helms & Associates), Scott Waltman (Aberdeen Insider), Colin Dutenhoffer, Darrell Hillestad, Tim M., Jeff Williams

Chair Schwan called the regular monthly scheduled meeting of the Aberdeen Airport Board to order at 10:30AM on Thursday, February 5<sup>th</sup>, 2026.

**Item #2 Introduction of Aaron Smith** – Welcome to Aaron Smith. Smith is a lifelong resident of Aberdeen who will fulfill the remaining term of Carl Perry until June 2029. Smith is the President for the Aberdeen Wings. Smith stated he cares about the continued growth of Aberdeen and believes the airport plays a role in that success.

**Item #3 Election of Chair and Vice Chair to fill terms until election in July** – Rix nominates Schwan for Chair. No other nomination. Moved by Rix, seconded by Erickson. **MOTION CARRIED.** Schwan nominates Rix for Vice Chair. No other nomination. Moved by Schwan, seconded by Erickson. **MOTION CARRIED.**

**Item #4 Approval of Minutes from January 8<sup>th</sup>, 2026, Meeting** – Moved by Erickson, seconded by Rix. **MOTION CARRIED.**

**Item #5 Adoption of the Agenda** – Moved by Rix, seconded by Smith. **MOTION CARRIED.**

**Item #6 Next Meeting** – Thursday, March 5<sup>th</sup>

**Old Business:**

**New Business:**

**Item #7 January Bills** – Moved by Erickson, seconded by Rix. **MOTION CARRIED.**

**Item #8 January Financial** – Moved by Erickson, seconded by Smith. **MOTION CARRIED.**

**Item #9 Possible review and recommendation on the hay land bid awards** – We had the Hay Grass land bid opening on January 27<sup>th</sup> at City Hall. The Board received a copy of both the bid tab and a summary sheet of the highest bidders. Moved by Rix, seconded by Erickson to award hay land leases to the highest bidders. **MOTION CARRIED.**

**Item #10 Recommendation to pay Helms & Associates invoice #2 in the amount of \$5,600.22 for Design Services 5% complete on AIP Proj. #3-46-0001-58-2026 SRE Building Expansion** – This project is to add a 60 x 100 to the north or south of existing Snow Removal Equipment Building, to relocate the Electrical Vault airside, upgrade the generator, update the Fire Alarm system and relocate the runway de-icing pad. At this time, the FAA has stated the de-icing pad is not eligible, but Schmit stated we are still on the design stage. This addition will fit the MB5 with the plow attached. Also noted that there is a Geothermal well that will need to be located before the start of the project. Moved by Erickson, seconded by Smith. **MOTION CARRIED.**

**Item #11 Recommendation to pay Helms & Associates invoice #6 in the amount of \$905 for Assistance on PCU Purchase AIP Proj. #3-46-0001-57-2025** – The contractor is still projecting to start in April. Moved by Erickson, seconded by Rix. **MOTION CARRIED.**

**Item #12 Recommendation to pay Helms & Associates invoice #11 in the amount of \$724.35 for Construction Administration Services on AIP Proj. #3-46-0001-56-2025 Terminal Expansion** – Project is to add on 1,680 square feet to the existing baggage make-up area to house the CT80 that is currently in the lobby. Moved by Erickson, seconded by Smith. **MOTION CARRIED.**

**Item #13 AIP Proj. #3-46-0001-53-2025/AIP(AIG) #54-2025 Terminal Access Road and Parking Lot Improvements**

- a. **Recommendation to pay Helms & Associates invoice #11 in the amount of \$2,600.37 for Construction Administration and Resident Engineering Services**
- b. **Recommendation to pay Dahme Construction pay estimate #5 in the amount of \$6,399.91 for work completed through January 23<sup>rd</sup>** - Waiting on their sub's paperwork.
- c. **Recommendation to accept Dahme Construction Change Order #2 in the amount of \$177,113.06 a decrease in contract amount**– We opted not to do an 8' wide sidewalk and prime. Adjustments to various bid items as constructed.

Items 13a, 13b and 13c, moved by Erickson, seconded by Rix. **MOTION CARRIED.**

**Item #14 Recommendation to pay Helms & Associates invoice #26 in the amount of \$4,176.16 for Construction Administration Services on AIP Proj. #3-46-0001-52-2024 GA Apron Reconstruction Phase 2** – Working on as-builts, Final Construction report and Financial Close-out coming soon. Moved by Erickson, seconded by Smith. **MOTION CARRIED.**

**Item #15 Manager's Report**  
**Airline Operations:**

**January 2026:**

Enplanements	2,231	up 13.08% from last year
Deplanements	2,190	up 16.61% from last year
Total Passenger Traffic	4,421	up 14.80% from last year
Load Factor/YTD	71.55%	
2025 Total Passenger Traffic	53,557	
2024 Total Passenger Traffic	49,333	

**January - Cancellations and Major Delays:** Total of 13 events of which 3 are due to maintenance, 2 are due to weather and 8 are due for other.

**Sun Country Flight:** March 15<sup>th</sup>

**2025 Monthly Total Fuel Statistics:** December 2025 vs 2024 up 0.42%.

**2025 Monthly Car Rental:** December 2025 vs 2024 up 36.3%.

**Construction, projects, and other notes:**

- AIP #58 SRE Building Expansion – Design: Helms is working on preliminary design.
- AIP #57 VALE/ZEV Voluntary Airport Low Emissions/Zero Emissions Vehicles – PCA: Awaiting documentation from contractors. Start date April 1<sup>st</sup>, 2026.
- AIP #55/AIG#56 Terminal Remodel and Expansion: Project funding is by the SD Terminal Program (SB144-2024) \$1.2 million, AIG (Airport Infrastructure Grant-Federal) \$800,000 and Local share. The Engineer, Architect, Contractor, and Krokell met on February 2<sup>nd</sup> to discuss the logistics and materials laydown area. Quest Construction requested to store equipment and material behind fence.
- AIP #53/AIG #54 Access Road and Parking Lot Reconstruction: Project is substantially complete. Retainage reduced to 5%. Waiting on close-out documentation from contractors. Financial close-out projected within the next 60 days.

- AIP #52 – GA Apron Reconstruction Phase II: Closeout in-progress.
- AIP #49 & #50 (BIL) – Rwy 13/31 Rehabilitation and Lighting Improvements: Efraimson has received the replacement lights for runway edge lighting. They replaced 21 fixtures last month. We recently experienced a sub-zero weather we needed to test these new lights, and we did not have any failure. Efraimson will continue to install the remaining 63 light fixtures. Erickson stated we did not have any failure but asked if anyone had checked if the heater had come on.
- Airport Certification and Safety Inspection: 2026 Certification Inspection is scheduled for July 22<sup>nd</sup> through 24<sup>th</sup>.
- BCEM Tabletop review: In-person meeting will start in February. The Triennial exercise is due this June.
- Virtower (Electronic Tower): Total operations for the month of January are at 831 of which 120 is for SkyWest operations.
- Winter Weather Summary: The total expense through February 3<sup>rd</sup>, event #18 is at \$102,697.53.

**Item #16 Other Items** – None.

**Item #17 Executive Session** - Erickson moved to go into executive session to discuss legal and contractual matters pursuant to SDCL §1-25-2(3) and (4), seconded by Rix. **MOTION CARRIED.** The meeting room was cleared, and the Board went into executive session with the City Attorney at 11:20AM. Following discussion, Rix moved to leave executive session, seconded by Smith. **MOTION CARRIED.** The Board returned to open meeting at 11:51AM.

**New Item - Municipal Hangar** - Rix moved to reject as untimely the attempted exercise by Darrell Hillestad on January 21, 2026, of an option to renew and extend the Municipal Hangar Lease Agreement for one additional 5-year term as such option needed to be submitted by 4436½, LLC, no later than January 1, 2026, seconded by Erickson. **MOTION CARRIED.** Smith moved to authorize the City Attorney and Transportation Director to solicit bids for the rental of the municipal hangar with terms similar to the current Municipal Hangar Lease Agreement and with a minimum bid requirement of \$14,100, seconded by Erickson. **MOTION CARRIED.**

There being no other business to come before the Board, Erickson moved to adjourn, seconded by Rix. The meeting adjourned at 12:01PM.

Approved By Aberdeen Airport Board:

  
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 Tony Schwan, Chair

  
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 Date