

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

MEMBERS PRESENT: Tony Schwan, Michael Erickson, Lon Gellhaus, Aaron Smith

MEMBERS ABSENT: Jarrett Rix

OTHER PRESENT: Airport Staff: Rich Krokkel, Rhea Ketterling; COA: Dave McNeil (City Manager)
Alan Johnson, David Novstrup (City Councilor); Kyler Dinger (BC Commissioner),
Jordan Albee (Helms & Associates), Scott Waltman (Aberdeen Insider), Shwan Meilke
(Hangar 9)

Chair Schwan called the regular monthly scheduled meeting of the Aberdeen Airport Board to order at 10:34AM on Thursday, March 5th, 2026.

Item #2 Approval of Minutes from February 5th, 2026, Meeting – Moved by Erickson, seconded by Smith. **MOTION CARRIED.**

Item #3 Adoption of the Agenda – Moved by Gellhaus, seconded by Erickson. **MOTION CARRIED.**

Item #4 Next Meeting – Thursday, April 9th

Old Business:

New Business:

Item #5 February Bills – The panel that broke in front of the terminal had been replaced. Also purchased a new heavy duty rotary broom to replace the one we have which had quite a bit of wear on it. Replacing it was more cost effective. Moved by Gellhaus, seconded by Smith. **MOTION CARRIED.**

Item #6 February Financial – Moved by Erickson, seconded by Smith. **MOTION CARRIED.**

Item #7 Recommendation to pay Helms & Associates invoice #3 in the amount of \$8,400.32 for Design Services 8% complete on AIP Proj. #3-46-0001-58-2026 SRE Building Expansion – Moved by Gellhaus, seconded by Erickson. **MOTION CARRIED.**

Item #8 Recommendation to pay Helms & Associates invoice #7 in the amount of \$500 for Assistance on PCU Purchase AIP Proj. #3-46-0001-57-2025 – Moved by Smith, seconded by Gellhaus. **MOTION CARRIED.**

Item #9 Recommendation to pay Helms & Associates invoice #12 in the amount of \$4,817.61 for Construction Administration Services on AIP Proj. #3-46-0001-56-2025 Terminal Expansion – Moved by Erickson, seconded by Smith. **MOTION CARRIED.**

Item #10 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 #12 in the amount of \$10,621.04 for Construction Administration and Resident Engineering Services** – Moved by Gellhaus, seconded by Erickson. **MOTION CARRIED.**

b. **Recommendation to pay Dahme Construction pay estimate #6 (Final) in the amount of \$129,694.99** - This project came in at estimated \$200,000 under the original contract price as we ended up doing less concrete work in the first parking row to facilitate the snow removal and we opted not to do the prime on the asphalt. Moved by Erickson, seconded by Smith. **MOTION CARRIED.**

Item #11 Recommendation to pay Helms & Associates invoice #27 in the amount of \$1,530.06 for Construction Administration Services on AIP Proj. #3-46-0001-52-2024 GA Apron Reconstruction Phase 2 – Moved by Gellhaus, seconded by Smith. MOTION CARRIED.

Item #12 AIP Proj. #3-46-0001-49-2023 Runway 13/31 Rehab & Lighting Improvements

- a. **Recommendation to pay Helms & Associates invoice #29 in the amount of \$372.90 for Construction Administration services** – Moved by Smith, seconded by Gellhaus. **MOTION CARRIED.**

- b. **Recommendation to pay Eframson Electric pay estimate #7B (Final) in the amount of 12,133.45** – Moved by Erickson, seconded by Gellhaus. **MOTIONCARRIED.** The newly installed re-designed lights have a one-year warranty which started 2 weeks ago (February 23rd, 2026).

Item #13 Recommendation to transfer Lease #37, Hangar #22 from Aberdeen Flying Service to Hangar 9 – Aberdeen Flying Service sold its back hangar to Hangar 9, Inc. Moved by Gellhaus, seconded by Smith. MOTION CARRIED.

Item #14 Manager's Report

Airline Operations:

February 2026:

Enplanements	2,157	up 10.62% from last year
Deplanements	2,111	up 8.09% from last year
Total Passenger Traffic	4,268	up 9.35% from last year
Load Factor	78.44%	
YTD Load Factor	74.78%	

February - Cancellations and Major Delays: Total of 10 events of which 1 is due to maintenance, 2 are due to weather and 7 are due for others.

Sun Country Flight: March 15th

2025 Monthly Total Fuel Statistics:

January 2026 – 2025	-2.36%
February 2026 – 2025	1.39%

2025 Monthly Car Rental: January 2026 -2025 up 35.6%.

Construction, projects, and other notes:

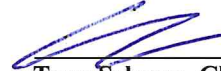
- AIP #58 SRE Building Expansion – Design: Helms is working on preliminary design. Discussion with FAA this morning revealed water and sewer may be ineligibile.
- AIP #57 VALE/ZEV Voluntary Airport Low Emissions/Zero Emissions Vehicles – PCA: Contract in place. Start date is April 1st.
- AIP #55/AIG#56 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. A couple of meetings have been held to discuss starting dates, more measurements of conveyors, etc.
- AIP #53/AIG #54 Access Road and Parking Lot Reconstruction: Financial Closeout in-progress.
- AIP #52 – GA Apron Reconstruction Phase II: Financial Closeout in-progress.
- AIP #49 & #50 (BIL) – Rwy 13/31 Rehabilitation and Lighting Improvements: Financial Close-out in progress.
- Airport Certification and Safety Inspection: 2026 Certification Inspection is scheduled for July 22nd through 24th.
- Part 139 Training – Annual Wildlife Hazard training will be June 23,2026. This is a full day; 8-hour class.

- BCEM Tabletop review: Meeting held on March 10th. Continue planning Full-Scale Mock Disaster June 2026.
- Virtower (Electronic Tower): Total operations for the month of February are at 881 of which 112 is for SkyWest operations.
- Winter Weather Summary: The total expense through February 28th, event #21 is at \$117,384.58. We have four retirements coming up. Elsen left on February 28th, Black's last day is March 13th, Lock 's is sometime in May, and Pagel is sometime mid-summer. We have 3 part-timers: Duane Clark, Jacob Aesoph, and Dylan LaFollette. Clark went from part-time to full-time in January and Aesoph also went from part-time to full-time. Airport Ops/Maintenance Supervisor and a couple of Airport Ops/Maintenance positions have been posted.
- Federal Express: Fed Ex is closing 100 stations this year. ABR is included in the closure list. Last day of operation is June 29th.

Item #15 Other Items – None.

There being no other business to come before the Board, Gellhaus moved to adjourn, seconded by Erickson. The meeting adjourned at 11:05AM.

Approved By Aberdeen Airport Board:



Tony Schwan, Chair

4/9/26

Date