

**PROPOSED AGENDA
AIRPORT BOARD
Watertown Regional Airport
2416 Boeing Avenue
Friday December 13th, 12:00 p.m.**

1. Approval of the Agenda
2. Approval of the minutes
3. Public Comments
4. Airport update
5. Fuel Farm update
6. Old Business
7. New Business
8. Executive session
9. Motion to adjourn

There may be a quorum of city council present

15 November 2019 Airport Board Meeting:

Members Present: Shannon Kruse, President; Gerald Rieber, Vice President; Mike Cartney, Secretary; Mike Tomlinson, Board member; Wes Wilkens, Board Member; Airport Manager Todd Syhre, Ex-officio; City Councilman Reid Holien, Ex-officio

Excused: Mayor Sara Caron, Ex-officio

Others present: Dan Chrisler (Public Opinion), and John Yost (FBO).

The meeting was called to order by the president. Mike T motioned to approve the agenda, seconded by Gerald R. Motion carried unanimously.

Wes W. motioned to approve the minutes from 30 September meeting, seconded by Mike C. Motion carried unanimously.

Public Comment: None.

Airport Update. By Todd S. Expecting to hit 10,000 enplanement before the end of November. Community relationships going well with United, but anyone wanting to check their United member status can contact Todd at (605) 886-6209. Although enplanements and fill rates are strong, particularly for the Denver flights, they are at about 75% and will need to be closer to or above 85% before SkyWest will entertain additional routes.

ACTION: Recommendation that city council authorize and fund continuing Arkstar contract on a month-to-month basis until such time as a replacement contract is in place. Todd Syhre expounded upon the many benefits and cost saving resulting from the current Arkstar efforts. These benefits and savings for passengers far out weigh the costs of the arrangement and are not something the Airport or City have the capacity to undertake without support from a company such as Arkstar. Currently the contract costs the city \$3500 per month and it is recommended to continue that contract to prevent a lapse in coverage and a loss of the progress made to date. Mike C motioned and Mike T seconded. Motion carried unanimously.

ACTION: Support the authorization of the Airport manager to seek bids for the Fuel Farm expansion with consideration of bid alternates as requested by the Board. Current fuel capacity provided by the 12,000 gallon tank are insufficient for operations and must be expanded. The board supports the airport manager seeking bids on fuel tank expansion project. The board discussed replacing, integrating, and just storing the current tank. The board discussed various configurations and scenarios on a new fuel tank and keeping the original tank to augment capacity in the future. Mike C motioned and Gerald R seconded. The motion passed unanimously.

New Business. The airport manager proposed entering discussions with Sun Country to once again offer “entertainment get-aways” to Laughlin Nevada, NASCAR events and other venues. The board support the time and funds be expended in pursuing these potential opportunities.

Old Business. Work continues on the drafting procedures for the airport operations and airport dashboard.

Executive Session. Motioned by Mike T, seconded by Wes W. Motion carried unanimously. No subsequent action taken.

Next Meeting. Per rule of 2nd Monday of every month.

Adjournment. Mike C motioned to adjourn, Gerald R seconded. Motion carried.

Respectfully submitted,

/S/

Mike Cartney
Secretary