

**Sioux Falls Regional Airport Authority
Board Meeting Minutes**

June 23, 2016

Members Present: Lon Stroschein, Mike Luce, Julie Schnaible, Raquel Blount

Staff Present: Dan Letellier, Richard King, Kristin Elgersma

Guests Present: Mark Weiderrich- Goldsmith Heck; Elizabeth Hurtz – Davenport/Evans, Scott Bussell – Signature Flight Support, Jared Nesje-TSP Architects, Joy Feige and Eric Hansen-Eide Bailly.

Ayes and nays were taken on all motions and all motions were passed unanimously unless otherwise noted.

Vice-Chairman Stroschein called the meeting to order at 12:08 pm.

1. **Minutes-** Julie Schnaible moved and Raquel Blount seconded approval of the minutes of May 26, 2016. Motion carried.
2. **Bills for Approval-** Raquel Blount moved and Mike Luce seconded approval of the bills as presented. Motion carried.
3. **Consent Agenda-** Report on Consent Agenda items by the Executive Director. Julie Schnaible moved and Raquel Blount seconded approval of the Consent Agenda. Motion carried.
 - A. Hangar Lease with Tom Redlin for T-Hangar T1-7.
 - B. Hangar Lease with Alan Zwiefel for T-Hangar T3-3.
 - C. Lease with Alpine Air for office space in Cargo Building.
 - D. Lease with Matheson Flight Extenders for office/warehouse space in Cargo Building.
 - E. Ground lease with Maverick Air for an area occupied by former Sanford Air maintenance hangar.
 - F. Assignment of ground lease from Sanford Health to Marlin Air for an area occupied by the former Summit/SOB hangar purchased by Marlin Air.
 - G. Financial Assistance Agreement with the South Dakota Department of Transportation in the amount of \$519,614.00 to be used to purchase a new runway snow broom.
 - H. Change Order #12 with Landscapes Unlimited for changes to the Elmwood Mitigation Project-Phase 3 in the amount of \$68,356.57 to be funded by the City of Sioux Falls.
 - I. Contract with Scott Parsons to provide artwork for the terminal lobby - \$110,000.
 - J. Change orders for the Terminal Checkpoint expansion project totaling \$47,725.00
4. **Report by Executive Director-**
 - A. Air Show 2016– Plans continue for the 2016 Air Show scheduled for July 23 and 24, 2016. A recent incident involving the Blue Angels has put their participation in this

year's show in doubt. However organizers still feel confident they will be performing again by the time our Air Show comes around.

B. Construction Updates

1. Checkpoint Renovation – Contractors transitioning from Phase 5 of the project to Phase 6 and 7. Lobby and 2nd floor is partially open while transfer of one escalator takes place over the next few weeks. Final completion scheduled for mid-September.

2. Elmwood Mitigation Project- Phase 3 is substantially complete with minor punch-list items being addressed. Grow-in has started with an anticipated opening date for all 27 holes and 5 new junior holes of September 1.

3. – West G.A. Taxi Lane Extension – Work has been completed and the new taxilane is open providing access to the new Sanford Health hangar and the new Maverick Air hangar on our West General Aviation ramp..

5. Old Business

- A. Funding for Customs Area Renovation - Executive Director Letellier provided a brief summary of the Authority's effort to upgrade the General Aviation Facility (GAF) to meet current U.S. Customs design standards. The last funding level provided for this project was \$135,000 in May of 2014. TSP is near a final design for the upgrades required and a new estimate of \$300,000 has been determined. Due to the added cost of security requirements, an increase in funding to \$310,000 is necessary. Raquel Blount moved and Mike Luce seconded approval of a motion to provide funding in the amount of \$310,000 pending a review by TSP that future expansion of the baggage claim area in 2018 would not be significantly impacted by these modifications. Motion carried.

6. New Business

- A. The insurance policies to provide Life, Long and Short-Term Disability are up for renewal July 1. Our insurance agent solicited quotes from several carriers with a recommendation that we make the switch to Met Life for all three policies. Met Life will provide similar coverage and guarantee rates for two years as well as save the Authority approximately \$4,345/year in premiums. Julie Schnaible moved and Mike Luce seconded approval of selecting Met Life to provide Life, Long and Short Term disability coverage for Airport Authority employees effective July 1, 2016. Motion Carried.
- B. TSP Architects has requested an amendment to provide reimbursement for additional design work provided for our checkpoint expansion project. The amendment provides funding for: 1) \$28,000 for additional design to add a boiler and chiller to the airport HVAC system, and 2) \$13,634 for additional design hours necessary to review change orders processed during the project. Raquel Blount moved and Julie Schnaible seconded a motion to amend the design agreement with TSP to provide for an increase in fees totaling \$42,734. Motion Carried.

7. **Open Segment-** No discussion

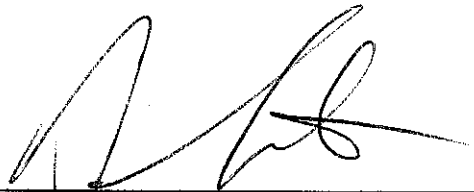
8. **Executive Session-** Legal issue. Julie Schnaible moved to enter executive session at 1:13pm. Mike Luce seconded. Motion carried.

Dave Nelson joined the meeting at 1:40pm

Julie Schnaible moved to adjourn executive session at 1:50pm. Dave Nelson seconded. Motion carried.

Dave Nelson moved to adjourn at 1:51 p.m. Mike Luce seconded. Motion carried.

6/27/16
Date


Secretary

Next Board Meeting on July 28, 2016

Sioux Falls Regional Airport
Bills to be Approved
June 23, 2016

Check	Vendor	Description	Amount	Date
35614	ABC Rentals	Picnic tables and chairs	\$ 299.75	6/2/2016
35615	BX Civil Construction	West Ga Taxi and Aplha	\$ 212,379.65	"
35616	Cliff Ave	Machinery Maint	\$ 165.44	"
35617	Davenport Evans Hurwitz	Attorney Fees	\$ 1,782.00	"
35618	Dex Media	Telephone	\$ 440.50	"
35619	Direct Tv	Passenger Services	\$ 104.83	"
35620	Kristin Elgersma	Cupcakes for Picnic	\$ 30.70	"
35621	Exide Corp	Machinery Maint	\$ 164.44	"
35622	GoldSmith Heck	Construction Projects	\$ 95,699.78	"
35623	Hillyard	Janitorial Supplies	\$ 1,310.29	"
35624	IRS	720 Tax due	\$ 47.74	"
35625	Krier and Blain	Other Building Maint	\$ 127.20	"
35626	Laceys Rental	Restroom Rental	\$ 105.00	"
35627	Capital One - Menards	Building Maint	\$ 406.92	"
35628	Mid American	Gas	\$ 2,009.40	"
35629	Myrl and Roys	Field Maint	\$ 89.65	"
35630	Brad Nelson	Picnic Supplies	\$ 219.66	"
35631	R & L Supply	Plumbing Maint	\$ 412.50	"
35632	S & R Conveyor	Building Maint	\$ 1,442.33	"
35633	Sioux Merchant Patrol	Security 5/20-5/26	\$ 3,056.20	"
35634	Waste Mangement	Garbage Service	\$ 1,238.66	"
35635	Fred the Fixer	Building Maint	\$ 239.03	"
35636	Rushmore Service Center	Steven Leiferman garn PPE6/5/16	\$ 213.46	6/6/2016
35637	Office of Child support	Kurt Krome PPE6/5/16	\$ 282.92	"
35638	SDRS	May 16 Retirement	\$ 10,481.44	"
35639	American Engineering	West Ga Taxi and Aplha	\$ 820.00	6/10/2016
35640	AnyLab Testing	Drug Testing	\$ 42.00	"
35641	Argus Leader	Advertising	\$ 536.64	"
35642	Bargin Barn	Machinery Maint	\$ 34.95	"
35643	Convergint Tech	misc maint.	\$ 3,288.78	"
35644	Eide Bailly	Accounting - Forensice Exam.	\$ 7,506.00	"
35645	Green 4 Ever	Building Maint	\$ 701.50	"
35646	Hall Technical Services	Other Building Maint	\$ 4,037.00	:
35647	Heartland Paper	Janitorial Supplies	\$ 209.42	"
35648	Hillyard	Janitorial Supplies	\$ 568.98	"
35649	Hungrys	other current expenses	\$ 74.94	"
35650	Landscape Unlimited	Elmwood Mitigation	\$ 242,860.21	"
35651	MacArthur	Building Maint	\$ 7.25	"
35652	Malloy	Machinery Maint	\$ 50.13	"
35653	Media One	Advertising	\$ 11,194.04	"
35654	Overhead Door	Building Maint	\$ 102.04	"
35655	P&K Pest Control	Building Maint	\$ 1,571.50	"
35656	Priaire Grass Irrigation	Field Maint	\$ 1,377.00	"
35657`	Roto Rooter	Plumbing Maint	\$ 175.00	"

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Check	Vendor	Description	Amount	Date
35658	SDRS	Spouse Retirement Bauer PP 6/10	\$ 30.00	"
35659	Sioux Merchant Patrol	Security 5/27-6/2	\$ 3,083.49	"
35660	South Central Communications	Passenger Services	\$ 57.78	"
35661	Standard Signs	Field Maint	\$ 1,181.23	"
35662	Stan Houston	Machinery Maint	\$ 105.75	"
35663	Tri State Garage	Building Maint	\$ 863.40	"
35664	Air-Transport IT	Passenger Services	\$ 16,397.84	6/17/2016
35665	AT&T	Telephone	\$ 52.48	"
35666	Bargin Barn	Tires	\$ 77.50	"
35667	Century Link	Telephone	\$ 218.75	"
35668	Christensen Distributing	Janitorial Supplies	\$ 64.26	"
35669	Concrete Materials	Building Maint	\$ 147.96	"
35670	Dakota Auto Parts	Machinery Maint	\$ 274.55	"
35671	Diamond Vogel	Paint	\$ 15,403.10	"
35672	Gander Island Consulting	Employee Training	\$ 1,400.00	"
35673	Hillyard	Janitorial Supplies	\$ 681.34	"
35674	Hoogendoorn Construction	Checkpoint Expansion	\$ 116,372.70	"
35675	Krier and Blain	Checkpoint Expansion	\$ 8,550.00	"
35676	Midwest Alarm	Building Maint	\$ 1,039.17	"
35677	Midwest Glass	Checkpoint Expansion	\$ 4,680.00	"
35678	Brad Nelson	Passenger Services	\$ 58.58	"
35679	Nybergs Ace	Building Maint	\$ 73.96	"
35680	O'Connor Company	Building Maint	\$ 360.53	"
35681	Olympic Companies	Checkpoint Expansion	\$ 9,547.20	"
35682	Overhead Door	Building Maint	\$ 102.04	"
35683	P&M Steel	Checkpoint Expansion	\$ 3,175.00	"
35684	SDRS	PPE Ending 6/19 Bauer Spouse	\$ 30.00	"
35685	SF Utilites	Sewer/ Water	\$ 3,602.46	"
35686	Sioux Merchant Patrol	Security 6/3-6/9	\$ 3,099.86	"
35688	Thompson Electric	Checkpoint Expansion	\$ 19,758.27	"
35689	TSP Inc	Checkpoint Expansion	\$ 20,893.41	"
35687	Standard Parking	May management Fee	\$ 43,969.77	
	TOTAL		\$ 883,259.25	

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Check	Vendor	Description	Amount	Date
	<i>Payroll</i>	<i>pay period ending 06/06/2016</i>	\$ 35,395.20	06/10/16
		<i>pay period ending 06/19/2016</i>	\$ 33,146.82	06/24/16
		<i>travel</i>	\$ 30.46	
	<i>CC- Dan Letellier</i>	<i>Vehicle Maint</i>	\$ 433.29	
		<i>Advertising</i>	\$ 99.00	
		<i>Postage</i>	\$ 6.80	
		<i>Fingerprinting</i>		
		<i>Total</i>	<u>\$ 569.55</u>	
		<i>fingerprinting</i>	\$ 3,000.00	
	<i>CC- Richard King</i>	<i>Security Supplies</i>	\$ 23.00	
		<i>travel</i>	\$ 915.69	
		<i>Bldg Maint</i>		
		<i>Postage</i>		
		<i>Total</i>	<u>\$ 3,938.69</u>	

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