

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

June 22, 2017

Members Present: Lon Stroschein, Mike Luce, Raquel Blount, Julie Schnaible and Dave Nelson.

Staff Present: Dan Letellier, Richard King, and Kristin Elgersma

Guests Present: Mark Weiderrich- Goldsmith Heck, Elizabeth Hurtz – Davenport/Evans

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

Chairman Stroschein called the meeting to order at 12:01 pm.

1. **Minutes-** Mike Luce moved and Julie Schnaible seconded approval of the minutes of May 25, 2017. Motion carried.
2. **Bills for Approval-** Dave Nelson moved and Raquel Blount 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 Dave Nelson seconded approval of the Consent Agenda items A, B, C, D and F with item E moved to New Business. Motion carried.
 - A. Change Order #2 with Dakota Contracting for work added to the West General Aviation Ramp Expansion project totaling \$33,797.85.
 - B. Change Order #1 with Soukup Construction for work added to the National Guard Dr. Rehab project totaling \$1,432.25.
 - C. Travel by the Deputy Director and Operations Manager to attend the Safety Management System Workshop in Minneapolis, August 8-9.
 - D. Travel by the Deputy Director and Operations Manager to attend the Great Lakes Region, AAAE Conference in Grand Forks, ND – August 3-5.
 - F. Approval to advertise for construction bids for Phase 2 of our Runway 3-21 reconstruction project scheduled for 2018.

4. Report by Executive Director-

A. Review of Passenger Traffic and Concession Revenue

1. Enplanements for the first 5 months of 2017 are up 3.4% with total traffic increasing 7%. Strong start to the summer with hopes of June and July following that trend.

B. Construction Update:

1. *Runway 3-21 Reconstruction* – Phase 1 work complete with Taxiway B5 and Kilo open for traffic. Phase 1A has begun which closes the Alpha Taxiway intersection. Asphalt and concrete removals continue with concrete paving expected to begin in the next two weeks.
2. *W. GA Apron Extension* – Concrete is complete with the exception of the edge lights and ramp lighting. Electrical and lighting expected to be complete in the next two weeks.
3. *National Guard Drive Rehabilitation* – Phase 2 new street construction near completion with curb/gutter work finished and bottom lift of asphalt down. Phase 3 will see curb and asphalt with the entire stretch of new street open by July 10th.

5. Old Business

- A. Terminal Landscape Project: Proposals were opened on June 21st for any interested business looking to provide landscaping work in front of the terminal. Raquel Blount moved to awarded Impact Landscape Design the project for \$29,118.85 and Mike Luce seconded the motion. Motion Carried.

6. New Business

- A. Change Order #2 with T&R Contracting for additions to the Runway 3-21 Reconstruction Project. The change order approves work to replace a 600' x 50' section of the runway on the north end of 3-21 in the touchdown zone. The FAA approved adding funding to the grant for this work which would cover 95% of the \$433,436.88. These changes will move the re-opening of the runway back 3 weeks. Raquel Blount moved and Julie Schnaible seconded a motion to approve Change Order #2 pending legal review. Motion Carried
- B. Request for preliminary approval to replace several sections of failing concrete located on the West Cargo Apron. Proposals are being solicited from both Dakota Contracting and T.&R. Contracting for this concrete work. The contractor with the lower proposal would be given the work which would be formally approved via Change Order to their respective projects at the July Board meeting. Mike Luce moved to approve this additional work with a maximum cost of \$78,000 pending legal review to determine if a formal competitive bidding process is required. Dave Nelson seconded. Motion Carried.
- C. Request for preliminary approval to construct a pedestrian/jogging path for the SD Army National Guard (SDARNG) unit to keep physical training off of National Guard Dr. The SDARNG has agreed to include this work under their reimbursable costs for the project. Raquel Blount moved to approve this additional work with a maximum cost of \$40,000 and Julie Schnaible seconded. Motion Carried.
- D. Item D is former Consent Agenda Item E moved to New Business regarding the purchase of a Mamava nursing/lactating unit for the terminal gate area. Dave Nelson

moved to approve the purchase of the Mamava unit for \$17,683.50 and stipulated that no advertising be sold for signage on the unit, unless a corporate sponsor came forward for the purchase of the unit. Julie Schnaible seconded. Motion Carried.

7. Special Session – A Special Session of the Airport Authority Board will be held on Friday, June 30th at 11:am via Teleconference to review and approve a construction bid for the Customs area remodel. The board will also review a potential Change Order to add work to the Runway 3-21 Reconstruction project to add in-pavement warning lights. The meeting will be available to the public as well in the main lobby conference room.

8. Open Segment- No discussion

Julie Schnaible moved to adjourn at 1:20 pm. Mike Luce seconded. Motion carried.

Date

Secretary

Next Board Meeting: June 30, 2017 -11:00am (Teleconference)
July 27, 2017- 12:00n

Sioux Falls Regional Airport
Bills to be Approved
July 27, 2017

Check	Vendor	Description	Amount	Date
37144	SD Division of Motor Vehicles	Title and Plate Application	\$ 21.20	6/21/2017
37145	Betz Blinds	Building Maint	\$ 105.00	6/22/2017
37146	Office of Child Support	Child Support PPE 6/18/2017	\$ 282.92	"
37147	Confluence	Terminal Lanscape	\$ 4,153.77	"
37148	Constructin Products	Building Maint	\$ 303.80	"
37149	G&R Controls	Climate Control	\$ 1,352.45	"
37150	Graybar	Electrical Supplies	\$ 44.12	"
37151	Hefty Seed Company	Field Maint	\$ 1,230.12	"
37152	Dan Letellier	Other Current Expense - Easement Filing	\$ 60.00	"
37153	Midcontinent Communications	Passenger Services	\$ 659.75	"
37154	Brad Nelson	Wildlife Training	\$ 65.71	"
37155	Product Solutions	Security Supplies	\$ 159.00	"
37156	Ramkot Hotel	Emergency Table Top	\$ 562.71	"
37157	SiouxFalls Chamber	Membership - Dan Letellier	\$ 579.00	"
37158	Sioux Falls Utilites	Electric	\$ 22,376.49	"
37159	Sioux Falls Utilites	Water / Sewer	\$ 517.99	"
37160	South Central Communication	Building Maint	\$ 57.78	"
37161	Standard Parking	May 2017 Parking Management Fee	\$ 49,128.34	"
37162	Verizon Wireless	Telephone	\$ 479.91	"
37163	A&B Solutions	Office Equipment Repair	\$ 140.00	6/29/2017
37164	Acuity	Prepaid Insurance	\$ 622.00	"
37165	Advertising Arts	Machine Maint	\$ 502.00	"
37166	Amadeus Airport IT	Passenger Services	\$ 836.67	"
36167	Century Link	Telephone	\$ 833.12	"
36168	Concrete Materials	Other Building Maint	\$ 577.01	"
37169	Dakota Auto Parts	Machine Maint	\$ 63.99	"
37170	Diamond Vogel	Paint	\$ 114.45	"
37171	Direct Tv	Passenger Services	\$ 104.50	"
37172	FedEx	Postage	\$ 57.07	"
37173	G&R Controls	Climate Control	\$ 1,411.32	"
37174	Great Lakes Chapter	AAAE Conference - Richard and Brad	\$ 790.00	"
37175	Heartland Paper	Janitorial Supplies	\$ 138.82	"
37176	Hillyar	Janitorial Supplies	\$ 1,486.21	"
37177	Interstate Office Products	Office Supplies	\$ 84.62	"
37178	Laceys Rental	Other Current Expense	\$ 108.00	"
37179	Capital One / Menards	Building Maint	\$ 353.12	"
37180	Metlife	STD, LTD, AD&D, Dental, Vision, Life	\$ 3,613.89	"
37181	MidAmerican	Gas	\$ 1,169.54	"
37182	Petty Cash	Petty Cash	\$ 147.97	"
37183	Joe Reisch	Building Maint	\$ 36.58	"
37184	SDRSP	Supplemental Bauer and Lauck	\$ 130.00	"
37185	Sioux Falls Utilites	Sewer	\$ 571.68	"
37186	Sioux Merchant Patrol	6/16 - 6/22 Security	\$ 3,310.18	"
37187	State Steel	Machine Maint	\$ 96.43	"

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Check	Vendor	Description	Amount	Date
37188	Tractor Supply	Machine Maint	\$ 277.11	6/30/2017
37189	Mamava	Improvements	\$ 8,000.00	"
37190	American Assoc of Executives	National Airports Conference - Dan	\$ 610.00	7/6/2017
37191	Automatic Garage Door	Building Maint	\$ 591.76	"
37192	Airside Solutions	Field Maint	\$ 815.17	"
37193	Argus Leader	Advertising	\$ 290.93	"
37194	Bargain Barn	Tires	\$ 336.00	"
37195	Office of Child Support	PPE 7/2/2017	\$ 282.92	"
37196	Constructin Specialties	Building Maint	\$ 1,154.00	"
37197	Dex	Advertising	\$ 438.50	"
37198	FedEx	Postage	\$ 156.50	"
37199	Fred the Fixer	Building Maint	\$ 107.00	"
37200	G&R Controls	Climate Control	\$ 385.00	"
37201	Graybar	Electrical Supplies	\$ 1,452.47	"
37202	Hillyard	Janitorial Supplies	\$ 922.66	"
37203	Howes Oil	Fuel and Diesel Resale	\$ 9,865.81	"
37204	Hungrys	Wildlife Training	\$ 128.80	"
37205	Interstate Office Products	Office Supplies	\$ 58.79	"
37206	Kabel Business	HRA Health Insurance	\$ 635.40	"
37207	Macs	Fire and Rescue, Electric Maint	\$ 68.30	"
37208	Media One Advertising	Advertising	\$ 500.00	"
37209	Northern States Supply	Field Maint	\$ 62.21	"
37210	Oland Arts	Artwork	\$ 10,938.48	"
37211	Prairie Grass Irrigation	Field Maint	\$ 484.50	"
37212	Rushmore Service	PPE 7/2/2017	\$ 202.58	"
37213	South Dakota Retirement	June Retirement	\$ 12,112.68	"
37214	The Sherwin Williams	Paint	\$ 560.00	"
37215	Sioux Empire United Way	United Way Deduction	\$ 182.00	"
37216	Sioux Merchant Patrol	Security 6/23 - 6/29	\$ 3,242.74	"
37217	Volaire Aviation	Airline Start Up	\$ 2,500.00	"
37218	Waste Management	Trash	\$ 1,413.43	"
37219	American Assoc of Executives	Training Program	\$ 4,389.00	7/13/2017
37220	American Engineering Testing	Airport projects	\$ 8,864.00	"
37221	AT&T	Telephone	\$ 51.33	"
37222	AT&T Teleconference	Telephone	\$ 38.90	"
37223	Bargain Barn	Tires	\$ 98.00	"
37224	Builders Supply	Building Maint	\$ 60.00	"
37225	Century Link	Telephone	\$ 218.75	"
37226	Chief of Police	June Leo	\$ 14,661.82	"
37227	Dakota Auto Parts	Other Building Maint	\$ 21.24	"
37228	Dakota Contracting	West GA Apron Expansion	\$ 193,568.91	"
37229	Dakota Truck Trailer	Machine Maint	\$ 24.00	"
37230	Daves Small Engine	Machine Maint	\$ 50.00	"

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Check	Vendor	Description	Amount	Date
37231	Goldsmith Heck	Engineering	\$ 102,765.79	"
37232	Green4Ever	Building Maint	\$ 69.89	"
37233	Green Eggs and Ram	Office Equipment Repair	\$ 60.00	"
37234	Heartland Paper	Janitorial Supplies	\$ 147.16	"
37235	Hillyard	Janitorial Supplies	\$ 843.78	"
37236	Howes Oil	Fuel and Diesel Resale	\$ 7,611.72	"
37237	Hungry's	Other Current Expense	\$ 76.15	"
27238	Jerry Feist	Building Maint	\$ 3,118.70	"
37239	Kone Inc	Building Maint	\$ 215.74	"
37240	Media One Advertising	Advertising	\$ 6,381.50	"
37241	Neopost	Office Equipment Maint	\$ 119.85	"
37242	Product Solutions	Security Supplies	\$ 64.00	"
37243	Rotary Club	Membership - Dan Letellier	\$ 235.00	"
37244	Stan Houston	Oil	\$ 14.94	"
37245	A-1 Septic	Sewer	\$ 165.00	7/19/2017
37246	Bargain Barn	Tires	\$ 95.00	"
37247	Brock White	Field Maint	\$ 1,302.00	"
37248	Office of Child Support	PPE 07/16/2017	\$ 282.92	"
37250	Dakota Supply Group	Building Maint	\$ 133.76	"
37251	Green Eggs and Ram	Richard Computer	\$ 2,174.98	"
37252	Hillyard	Janitorial Supplies	\$ 776.20	"
37253	Interstate Office Products	Office Supplies	\$ 82.76	"
37254	Lodes Tree Service	Building Maint	\$ 350.00	"
37255	Rushmore Service	PPE 7/16/2017	\$ 202.58	"
37256	sdrsp	Supplemental Bauer and Lauck	\$ 130.00	"
37257	SF Utilities	Water / Sewer	\$ 4,926.76	"
37258	Sherwin Williams	Paint	\$ 672.00	"
37259	Signature	Other Current Expense	\$ 250.00	"
37260	Sioux Merchant Patrol	Security 7/7-7/13	\$ 3,237.12	"
37261	Soukup Construction	National Guard Drive Improvements	\$ 344,156.79	"
37262	South Central Communication	Building Maint	\$ 57.78	"
37263	Standard Parking	June 2017 Parking Management Fees	\$ 53,162.81	"
37264	T&R Contracting	Runway Project	\$ 981,318.91	"
37265	Verizon Wireless	Telephone	\$ 137.69	"
37266	Wellmark	Health Insurance - August 2017	\$ 28,577.70	"

Total for 6/21/17 - 7/21/17 \$ 1,924,177.90

<i>Payroll</i>	<i>pay period ending 06/18/2017</i>	\$	<i>34,841.01</i>	<i>06/23/17</i>
	<i>pay period ending 07/02/2017</i>	\$	<i>36,462.30</i>	<i>07/07/17</i>
	<i>pay period ending 07/16/2017</i>	\$	<i>37,292.30</i>	<i>07/21/17</i>

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<i>CC- Dan Letellier</i>	<i>Machinery Maint</i>	\$ 458.64
	<i>Postage</i>	\$ 10.15
	<i>Misc. Other Exp. - Flag</i>	\$ 332.70
	<i>Total</i>	<u>\$ 801.49</u>
<i>CC- Richard King</i>	<i>Fingerprinting</i>	\$ 1,500.00
	<i>Travel-Beth Portland</i>	\$ 666.58
	<i>Building Maint</i>	\$ 2,831.68
	<i>Office Equipment</i>	\$ 239.60
	<i>Memberships</i>	\$ 1,688.00
	<i>Total</i>	<u>\$ 6,925.86</u>