

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

September 26, 2019

Members Present: Raquel Blount, Dave Nelson, and Eric Ellefson

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

Guests Present: Elizabeth Hurwitz – Davenport Evans, Mark Weiderich – KLJ Engineers, Brad Greguson – Standard Parking, Jared Nesje – TSP

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

Chair woman Blount called the meeting to order at 12:01 pm.

1. **Minutes-** Dave Nelson moved and Eric Ellefson seconded approval of the minutes of August 22, 2019. Motion carried.
2. **Bills for Approval-** Eric Ellefson moved and Dave Nelson seconded approval of the bills as presented. Motion carried.
3. **Consent Agenda-** Report on Consent Agenda items by the Executive Director. Eric Ellefson moved and Dave Nelson seconded approval of the Consent Agenda. Motion carried.
 - A. Change order #9 with Golden Rule Construction for modifications to the Baggage Claim Project - \$32,681.
 - B. Change Order #1 with BX Civil Construction for modifications to the Deice Apron Project - \$35,071.50.
 - C. Change Order #2 with BX Civil Construction for modifications to the Deice Apron Project – (\$100,839.40)
 - D. Award bids for Runway and Aircraft Deicing fluid for the 2019-2020 winter season.
 - Runway Fluid to Nachurs Alpine Solutions
 - Aircraft Fluid to Cryotech
4. **Report by Executive Director-**

A. Passenger Traffic and Revenue Report – Enplanements increased 10.5% in August with total traffic up 9.5%. Enplanements for August totaled 45,917 which were 325 passengers shy of the record set in 2017. Airport Concessions also followed that trend with parking, restaurants, car rental, and gift shop sales up.

B. Construction Update-

Baggage Claim Expansion: Terrazzo is currently being finished in the hallway by the rental cars with plans to complete next week. Baggage Carousel crew is here installing the baggage belt with plans to open the second carousel by October 12th. The last baggage belt won't be open until November time frame.

Rental Car Quick Turn Facility: The foundation has been poured as well as most of the backfill completed. The interior bays are being poured and should be completed in the next few days. Work will continue with all underground utility work that needs to be completed. Precast panels are set to be installed the second week of October.

Deicing Apron Project – Dirt work continues as well as placement of storm water lines. They are working on installing a 25,000 gallon underground tank for collection of deicing fluid scheduled for mid-October once the dewatering wells have had a chance to reduce the groundwater level.

5. Old Business –

- A. Parking Pre-design study update with Walker Parking. \$29,250.00. Walker Parking has modified their proposal to include additional scope work requested by the Board. Work will begin soon once the proposal is approved with final report expected around early December. Eric Ellefson moved and Dave Nelson seconded approval of the proposal from Walker Parking Consultants to provide an update to the original Pre-Design Parking Garage Report. Motion Carried

6. New Business

- A. Amendment to Joint Powers Agreement with the SD Army National Guard (SDARNG)- In March 2017 the Airport Authority entered into an agreement with the SD Army National Guard to share in the costs of realigning National Guard Drive, improve access into the Armory parking lot as well as improved drainage to the Big Sioux River. Late in the project the Army Corp of Engineers required a more substantial sluice gate structure than originally planned adding approximately \$80,000 to the project. In order to recoup the remaining share of these additional construction costs the SDARNG has provided an amendment to the original agreement in order for them to reimburse the airport approximately \$60,000 remaining. Dave Nelson moved and Eric Ellefson seconded approval of the Amendment with the SDARNG. Motion carried.

7. Open Segment-

Dave Nelson moved to adjourn at 12:31 pm. Eric Ellefson seconded. Motion Carried.

Date

Secretary

Next Board Meeting: October 24, 2019 12:00 pm

**Sioux Falls Regional Airport
Bills to be Approved
October 24, 2019**

Check	Vendor	Description	Amount	Date
40182	A-1 Septic	Sewage	\$ 165.00	9/26/2019
40183	Advertising Arts	Office Supplies	\$ 60.00	"
40184	Air IT	Passenger Services / Fids/ BIDS	\$ 59,363.76	"
40185	Office of Child Support	PPE 09/22/2019	\$ 282.92	"
40186	Convergint Tech	Security	\$ 509.16	"
40187	Diamond Vogel	Paint	\$ 1,197.50	"
40188	Dakota Supply Group	Climate Control	\$ 102.85	"
40189	Fastenal	Small Tools	\$ 33.33	"
40190	General Equipment	Machine Maint	\$ 2,068.56	"
40191	Green Eggs	Office Equipment Maint	\$ 210.00	"
40192	Heartland Paper	Janitorial	\$ 92.29	"
40193	Hillyard	Janitorial	\$ 717.23	"
40194	Health Pool of SD	October Health Insurance	\$ 34,701.24	"
40195	Interstate Battery	Building Maint	\$ 60.10	"
40196	Johnstone Supply	Climate Control	\$ 812.59	"
40197	Lamfers Maas	Accounting	\$ 300.00	"
40198	Mahlanders	Fire and Rescue	\$ 750.00	"
40199	Capital One	Building Maint	\$ 283.46	"
40200	Metlife	STD, LTD, AD&D, Life, Dental, Vision	\$ 4,393.72	"
40201	Mid American	GAS	\$ 976.86	"
40202	Midco	Passenger Service	\$ 650.00	"
40203	SDSRP	Supplemental Retirement	\$ 606.00	"
40204	Sioux Falls Two Way	Communications Maint	\$ 905.98	"
40205	Sioux Falls Utilities	Electric	\$ 30,553.22	"
40206	Sioux Merchant	9/15-9/21 Security	\$ 3,368.81	"
40207	Airside Solutions	Airfield lighting	\$ 2,130.54	10/3/2019
40208	American Engineering Testing	Testing Serv for QTA/Asphalt Proj.	\$ 2,705.00	"
40209	AT Analytical	LED Light Bulb replacement	\$ 789.80	"
40210	Bargain Barn	Tires - Truck #9	\$ 305.00	"
40211	Batteries Plus	Light Bulbs	\$ 139.80	"
40212	Border States	Electrical Supplies	\$ 2.98	"
40213	BX Civil Construction	Pay Req #2 - Deice Pad Proj.	VOID	"
40214	Crouse Hinds	Runway light parts	\$ 1,045.03	"
40215	Dakota Fluid Power	Field Maintenance	\$ 190.31	"
40216	Davenport,Evans,Hurwitz	Attorney- Legal Exp.	\$ 360.00	"
40217	Dex Media	Marketing	\$ 263.00	"
40218	Direct Tv	Customer Service	\$ 143.99	"
40219	Dakota Supply Group	Vehicle Maint.	\$ 94.20	"
40220	Fastenal	Building Maint	\$ 30.99	"
40221	G&R Controls	Climate Control	\$ 166.84	"
40222	Graybar	Electrical Supplies	\$ 122.87	"
40223	Heartland Paper	Janitorial	\$ 152.82	"
40224	High Point Networks	Phone Repair	\$ 218.75	"
40225	Hillyard	Janitorial	\$ 1,079.97	"

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Check	Vendor	Description	Amount	Date
40226	Hoogendoorn Const.	Pay Req. #1 - Rental Car -QTA Proj.	\$ 600,844.50	10/3/2019
40227	Lamination Services	Security Supplies	\$ 395.37	"
40228	Media One	Marketing	\$ 7,094.20	"
40229	MidAmerican Energy	Natural Gas 8/21-9/20	\$ 133.98	"
40230	Northview Bait & Storage	Propane	\$ 40.00	"
40231	Overhead Door	Building Maint	\$ 178.57	"
40232	Rylind Manuf.	Field Maintenance Equip-Loader Bucket	\$ 2,561.00	"
40233	Sioux Merchant	Security 9/22 - 9/28	\$ 3,339.00	"
40234	Tri-State Garage	Building Maint	\$ 618.00	"
40235	Voltaire Aviation	Air Service Develop	\$ 2,666.67	"
40236	AAAE	Security Training	\$ 45,900.00	10/11/2019
40237	AT&T	Telephone	\$ 143.31	"
40238	Bargain Barn	Tires - Truck #7	\$ 988.00	"
40239	Batteries Plus	Building Maint	\$ 68.85	"
40240	Builders Supply	Building Maint	\$ 296.93	"
40241	Butler Machinery	Machine Maint	\$ 2,140.80	"
40242	BX Civil Construction	Deicing Apron Pay Req #2	\$ 525,664.62	"
40243	Century Link	Telephone	\$ 219.29	"
40244	Office of Child Support	PPE 10/06/2019	\$ 282.92	"
40245	Diamond Vogel	Paint	\$ 965.90	"
40246	Kristin Elgersma	Travel	\$ 444.18	"
40247	FedEx	Postage	\$ 71.95	"
40248	FleetPride	Machine Maint	\$ 321.50	"
40249	Fred the Fixer	Building Maint	\$ 136.00	"
40250	Hillyard	Janitorial	\$ 1,584.55	"
40251	Howes Oil	Fuel Resale	\$ 13,824.40	"
40252	Interstate Battery	Machine Maint	\$ 1,275.65	"
40253	Interstate Office	Office Supplies	\$ 212.78	"
40254	Kabel Business	Health Insurance	\$ 42.09	"
40255	Dan Letellier	Travel	\$ 920.28	"
40256	Macs	Small Tools	\$ 60.23	"
40257	Media One	Advertising	\$ 11,258.82	"
40258	Midwest Oil	Oil	\$ 2,492.81	"
40259	Oshkosh Airport	Resuce and Firefighting Crash 12	\$ 175.28	"
40260	P&K Pest	Building Maint	\$ 110.00	"
40261	PGAL	QTA Facility	\$ 13,428.01	"
40262	RDO Equipment	Mower #20	\$ 240.63	"
40263	SDAMA	Membership	\$ 75.00	"
40264	SDRS	September Retirement	\$ 14,124.18	"
40265	SDSRP	Supplemental Retirement	\$ 606.00	"
40266	SF Convention	Advertising	\$ 4,000.00	"
40267	SF Two Way	Communications Maint	\$ 199.99	"
40268	SF Utilities	Electric	\$ 307.09	"
40269	Sioux Falls Electric	Electrical Maint	\$ 4,433.51	"

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40270	Sioux Merchant	09/29 - 10/05	\$	3,416.51	"
40271	SP Plus	September Parking Management fee	\$	36,336.27	"
40272	Tri-State Garage	Building Maint	\$	225.00	"
40273	Vidtronix	Passenger Service	\$	777.50	"
40274	Waste Management	Sanitation	\$	1,754.34	"
40275	Western Commercial	Security Supplies	\$	92.00	"
40276	Arugs Leader	Advertising	\$	285.07	10/18/2019
40277	Batteries Plus	Communications Maint	\$	123.90	"
40278	City of Sioux Falls	2020 Liquor License	\$	773.00	"
40279	Combined building	Janitorial	\$	72.00	"
40280	Cryotech	Aircraft Deicer	\$	28,535.35	"
40281	Diamond Vogel	Yellow Paint	\$	694.80	"
40282	Kristin Elgersma	Office Supplies	\$	160.11	"
40283	Heartland Paper	Janitorial	\$	96.50	"
40284	Hillyard	Janitorial	\$	791.54	"
40285	ICOM	Tower Radio	\$	1,876.00	"
40286	Interstate Office	Office Supplies	\$	204.69	"
40287	KLJ	Engineering	\$	88,365.56	"
40288	Laceys Rental	Other Current Expense	\$	249.75	"
40289	Macs Inc	Shop Supplies	\$	50.31	"
40290	Vollan Oil	Fuel	\$	3,484.52	"
40291	Minnehaha County	September LEO	\$	16,049.71	"
40292	Oreilly	Truck #9 Maintenance	\$	192.26	"
40293	Pheasant Land	Jaycee Lane Signs	\$	285.12	"
40294	Sioux Falls Utilities	Water / Sewer	\$	4,068.55	"
40295	Signature Flight	Other Current Expense	\$	257.50	"
40296	Sioux Equipment	Terminal Gas Pump	\$	57.19	"
40297	Sioux Merchant	Security 10/06-10/12	\$	3,452.29	"
40298	South Central	Passenger Service	\$	63.70	"
40299	The Iris Companie	Security Badge ribbon	\$	229.82	"
40300	Thompson Electric	Electrical Maint	\$	295.92	"
40301	Total Fire Protection	SRE Building Annual Inspection	\$	300.00	"
40302	TSP	Baggage Claim Expansion	\$	5,251.20	"
40303	Auster Rubber Company	Rubber Cutting Edges	\$	1,844.66	"
40304	Verizon Wireless	Telephone	\$	476.12	"
		Total for 9/26/2019 - 10/23/2019	\$	<u>1,619,182.07</u>	

Payroll

	<i>pay period ending 09/22/2019</i>	\$	46,531.47	09/27/19
	<i>pay period ending 10/06/2019</i>	\$	45,966.89	10/11/19

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CC- Dan Letellier

<i>Travel</i>	\$	476.00
<i>Other Current Expense</i>		
<i>Passenger Services</i>	\$	208.36
<i>Fingerprinting</i>	\$	1,500.00
<i>Advertising</i>	\$	99.00
<i>Building Maint</i>	\$	163.70
<i>Memberships</i>	\$	25.43
<i>Deicing Apron</i>	\$	423.75
<i>Postage</i>	\$	7.25
<i>Total</i>	\$	2,903.49

CC- Richard King

<i>Fingerprinting</i>		
<i>Passenger Services</i>	\$	880.08
<i>Travel</i>	\$	546.60
<i>Office Supplies</i>		
<i>Memberships</i>	\$	27.40
<i>Janitorial</i>		
<i>Total</i>	\$	1,454.08

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