

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

May 26, 2016

Members Present: Dave Nelson, 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.

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

Chairman Nelson called the meeting to order at 10:30 a.m.

1. **Minutes-** Lon Stroschein moved and Julie Schnaible seconded approval of the minutes of April 28, 2016. Motion carried.
2. **Bills for Approval-** Raquel Blount moved and Lon Stroschein 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 Mike Luce seconded approval of the Consent Agenda. Motion carried.
 - A. Change Order #11 with Landscapes Unlimited for changes to Phase 3 of the Elmwood Mitigation Project - \$31,942.34.
 - B. Five year ATM Site Lease with First National Bank.
4. **Report by Executive Director-**
 - A. Meeting with Gov. Daugaard and Sec. of Transportation Bergquist– Executive Director Letellier met with Gov. Daugaard and the Secretary of Transportation in Pierre on May 23 along with the Patrick Dame, Executive Director of Rapid City Regional Airport to discuss funding concerns of the State’s Aeronautics Trust Fund. Projections from the Department of Transportation indicate that at the current draw-down rate for airport construction projects, the fund will be insufficient to support future projects beyond 2023. The impact of over \$3 million dollars transferred out of the fund in 2010 to support other state programs will have a negative effect long-term. The Governor does not plan to return the funds at this time unless the legislature authorizes the return or the fund is unable to support projects identified in that year. On a positive note, he has no plans to lower the state’s current 5% share of construction costs to fix the issue. Both Letellier and Dame will begin to coordinate lobbying efforts with the new legislature after the November election.
 - B. Update on Status of Passenger Facility Charge (PFC) Application– The FAA has completed their review of our draft application and we are moving forward with airline consultation. A meeting is scheduled for June 28th with all airlines servicing FSD to

inform them of the planned implementation of the PFC and what projects it will fund. Anticipated date to begin collection is now Oct.1, 2016.

C. Construction Updates

1. Checkpoint Renovation – Phase 5 of the project is nearing completion with the transition into the new area scheduled for June 20th. The passenger screening equipment will be moved into its permanent location on June 21st. The new exit lane will open a few days prior to this move and the relocation of the “up” escalator will begin on the 21st. Work will continue on the interior of the lobby area with a new terrazzo floor and reconfigured soffit to take place over the summer. Anticipated completion of the project is mid-September.

2. Elmwood Mitigation Project- Phase 3 is nearing the end and is on schedule for a June 17 completion date. Holes 2, 3, 4, 5, and 9 will be turned over to Dakota Golf this week for grow-in. All 27 holes and 5 new junior holes will be open for play around Labor Day.

3. – West G.A. Taxi lane extension – Work continues with concrete poured this week and on schedule for completion June 15th.

5. Old Business

- A. Amendment to MOU with City for modifications to Elmwood Golf Course - Amendment to Memorandum of Understanding with the City for safety modifications in Elmwood Golf Course. The amendment will allow the airport to assist with up to \$450,000 in construction costs requested by the City. Julie Schnaible moved and Lon Stroschein seconded approval of the amendment to the MOU. Motion carried.

6. New Business

- A. Commissioner Stroschein suggested the Authority look into a valet service for winter months that might reduce the long-term need for a parking structure. Executive Director will research this option with Standard Parking.

7. Open Segment- No discussion

8. **Election of Officers-** Mike Luce moved and Raquel Blount seconded electing Dave Nelson- Chairman, Lon Stroschein- Vice Chair and Dan Letellier- Secretary for the coming year. Motion carried.

Lon Stroschein moved to adjourn at 11:32 a.m. Julie Schnaible seconded. Motion carried.

Date

Secretary

Next Board Meeting on June 23, 2016

Sioux Falls Regional Airport
 Bills to be Approved
 May 26, 2016

| Check | Vendor | Description | Amount | Date |
|-------|---------------------------|--------------------------------|--------------|--------------|
| 35463 | Office of Child Support | child support ppe 4/24 | \$ 282.92 | 4/27/2016 |
| 35464 | Rushmore Service | Garnishment - Steve Leiferman | \$ 213.46 | " |
| 35465 | Baete Forseth | other building mainentence | \$ 5,722.90 | " |
| 35466 | Brock White Co | field mainentence | \$ 164.16 | " |
| 35467 | century link | telephone | \$ 807.58 | " |
| 35468 | chief of police | security - leo | \$ 14,121.77 | " |
| 35469 | concrete materials | building mainentence | \$ 363.61 | " |
| 35470 | cryotech deicing | deicing fluid | \$ 15,281.05 | " |
| 35471 | direct tv | passenger service | \$ 99.83 | " |
| 35472 | earthbend | office equipment maint | \$ 200.00 | " |
| 35473 | exide corp | machine maint | \$ 50.01 | " |
| 35474 | graybar | electrical supplies | \$ 513.72 | " |
| 35475 | great lakes chapter | memberships | \$ 105.00 | " |
| 35476 | green eggs and ram | office equipment maint | \$ 120.00 | " |
| 35477 | heartland paper | janitorial supplies | \$ 364.99 | " |
| 35478 | hillyard | janitorial supplies | \$ 340.49 | " |
| 35479 | richard king | office supplies | \$ 149.98 | " |
| 35480 | kone | building mainentence | \$ 1,242.84 | " |
| 35481 | lamination services | security supplies | \$ 430.06 | " |
| 35482 | malloy | machine maint | \$ 197.52 | " |
| 35483 | capital one commercial | building mainentence | \$ 405.22 | " |
| 35484 | metlife | dental insurance | \$ 1,620.75 | " |
| 35485 | midco | telephone | \$ 659.00 | " |
| 35486 | r&l supply | plumbing maint | \$ 753.25 | " |
| 35487 | sanford | health insurance | \$ 27,076.87 | " |
| 35488 | South Dakota Retirement | retirment deduction / supp ded | \$ 15,899.92 | " |
| 35489 | secretary of state | notary stamp - k elgersma | \$ 30.00 | " |
| 35490 | Sioux Falls Utilites | water/sewer | \$ 1,747.25 | " |
| 35491 | VOIDED CHECK FOR UTILITES | | | " |
| 35492 | Sioux empire fcu | dale langrock | \$ 100.00 | " |
| 35493 | sioux equipment | machine maint | \$ 343.65 | " |
| 35494 | sioux merchant | security | \$ 3,056.20 | " |
| 35495 | sixel consulting | airline start up | \$ 1,198.00 | " |
| 35496 | tri state garage | machine maint | \$ 1,823.85 | " |
| 35497 | tractor supply | machine maint | \$ 93.37 | " |
| 35498 | vantage point | checkpoint expansion | \$ 5,160.24 | " |
| 35499 | western commercial | office supplies - bus cards | \$ 62.00 | " |
| 35500 | dan letellier | travel expenses | \$ - | Stop Payment |
| 35501 | Sioux Falls Utilites | electric | \$ 23,905.99 | " |
| 35502 | VOIDED CHECK FOR UTILITES | | | " |
| 35503 | VOIDED CHECK FOR UTILITES | | | " |
| 35504 | VOIDED CHECK FOR UTILITES | | | " |
| 35505 | VOIDED CHECK FOR UTILITES | | | " |
| 35506 | VOIDED CHECK FOR UTILITES | | | " |

Sioux Falls Regional Airport
Bills to be Approved
May 26, 2016

| Check | Vendor | Description | Amount | Date |
|-------|------------------------------|--------------------------------|--------------|-----------|
| 35507 | VOIDED CHECK FOR UTILITIES | | | " |
| 35508 | Baete Forseth | install a/c | \$ 2,793.00 | 5/5/2016 |
| 35509 | Bargin Barn | tires | \$ 46.25 | " |
| 35510 | Brock White Co | field maintenance | \$ 782.29 | " |
| 35511 | Construction Products | building maintenance | \$ 231.14 | " |
| 35512 | Convergent Technologies | Security Enhancements | \$ 4,712.73 | " |
| 35513 | Dakota Auto Parts | machine maint | \$ 98.44 | " |
| 35514 | Davenport, evans, hurwitz | attorney | \$ 612.00 | " |
| 35515 | Dex Media | Advertising | \$ 440.50 | " |
| 35516 | Diamond Vogel | Paint | \$ 834.90 | " |
| 35517 | Eide Bailly | Accounting / Audit | \$ 27,817.00 | " |
| 35518 | Ez Liner | machine maint | \$ 413.57 | " |
| 35519 | Fred the Fixer | Misc. Maintenance / keys | \$ 122.45 | " |
| 35520 | GoldSmith Heck | construction cost | \$ 69,313.23 | " |
| 35521 | heartland paper | floor scrubber, paper | \$ 7,764.40 | " |
| 35522 | hillyard | janitorial supplies | \$ 957.39 | " |
| 35523 | Interstate office | office supplies | \$ 78.49 | " |
| 35524 | Jim Bork Enterprise | Office Supplies / Checks | \$ 129.60 | " |
| 35525 | Media One | Advertising | \$ 6,800.31 | " |
| 35526 | Mid American | Gas - April 2016 | \$ 3,326.47 | " |
| 35527 | Brad Nelson | travel expenses | \$ 612.18 | " |
| 35528 | Pfieffer, Hofer, Ascoiates | Accounting Help / Sage | \$ 1,062.60 | " |
| 35529 | SDPAA | General Liability | \$ 1,042.00 | " |
| 35530 | SDPR | Supp Retirement - Bauer Spouse | \$ 30.00 | " |
| 35531 | Sioux Falls Rubber Stamp | Kristin Notary Stamp | \$ 21.50 | " |
| 35532 | Sioux Merchant | Security April 22-28 | \$ 3,056.20 | " |
| 35533 | Skycon | building maintenance | \$ 1,251.68 | " |
| 35534 | South Central Communications | building maintenance | \$ 57.78 | " |
| 35535 | Tyssenkrupp Elevator | building maintenance | \$ 177.57 | " |
| 35536 | Waste Management | Garbage - May 2016 | \$ 1,238.38 | " |
| 35537 | dan letellier | travel expenses | \$ 758.43 | " |
| 35541 | American Engineering Testing | checkpoint expansion | \$ 957.00 | 5/13/2016 |
| 35542 | AT&T | Lond distance | \$ 48.22 | " |
| 35543 | century link | telephone | \$ 218.75 | " |
| 35544 | City of Sioux Falls | rubble | \$ 19.04 | " |
| 35545 | Dalsin | checkpoint expansion | \$ 5,328.63 | " |
| 35546 | Gaetze Manufacturing | labor to weld tank | \$ 110.00 | " |
| 35547 | green eggs and ram | Computer Repair | \$ 219.99 | " |
| 35548 | heartland paper | janitorial supplies | \$ 423.75 | " |
| 35549 | hillyard | janitorial supplies | \$ 720.44 | " |
| 35550 | Hoogendoorn Construction | checkpoint expansion | \$ 90,748.80 | " |
| 35551 | Hungry's | other expenses | \$ 136.25 | " |
| 35552 | Institution Services | other expenses | \$ 115.00 | " |
| 35553 | Insterstate Office Products | office supplies | \$ 109.65 | " |

Sioux Falls Regional Airport
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| Check | Vendor | Description | Amount | Date |
|-------|-------------------------|-----------------------------------|--------------|-----------|
| 35554 | richard king | Office Supplies | \$ 113.35 | " |
| 35555 | Krier and Blain | checkpoint expansion | \$ 9,000.00 | " |
| 35556 | Lacey Rental | Restroom Rental | \$ 105.00 | " |
| 35557 | Lamfers and Mass | Accounting / Audit | \$ 4,950.00 | " |
| 35558 | Macs | machine maint | \$ 31.51 | " |
| 35559 | Media One | Advertising | \$ 12,748.29 | " |
| 35560 | Midwest Glass | checkpoint expansion | \$ 27,475.00 | " |
| 35561 | Northern States Supply | machine maint | \$ 170.63 | " |
| 35538 | Office of Child Support | PPE 5/8/2016 child support | \$ 282.92 | " |
| 35562 | Olympic Companies | checkpoint expansion | \$ 6,705.27 | " |
| 35563 | r&l supply | plumbing maint | \$ 170.17 | " |
| 35539 | Rushmore Service | PPE 5/8/2016 Steven Leiferman Gar | \$ 213.46 | " |
| 35564 | sioux merchant | Security apr 29-may 5 | \$ 3,105.32 | " |
| 35565 | sixel consulting | airline start up | \$ 544.48 | " |
| 35566 | Tessman Seed | building maintenance | \$ 1,234.62 | " |
| 35567 | Thompson Electric | checkpoint expansion | \$ 18,779.04 | " |
| 35540 | Trevor Lee | partial refund for lost badge | \$ 25.00 | " |
| 35568 | tri state garage | building maintenance | \$ 434.00 | " |
| 35569 | Valhalla Painting | checkpoint expansion | \$ 4,500.00 | " |
| 35570 | Rita Pina | Clothing Reimbursement | \$ 44.46 | " |
| 35571 | A-1 Septic | plumbing maint | \$ 165.00 | 5/20/2016 |
| 35572 | Batteries Plus | other building maintenance | \$ 34.00 | " |
| 35573 | century link | telephone | \$ 806.23 | " |
| 35574 | chief of police | April 16 LEO Charges | \$ 14,055.10 | " |
| 35575 | Convergint Technologies | Security | \$ 1,719.68 | " |
| 35576 | Dakota Fluid Power | machine maint | \$ 20.05 | " |
| 35577 | Fastenal | machine maint | \$ 16.00 | " |
| 35578 | Fast Signs | checkpoint expansion | \$ 217.70 | " |
| 35579 | G&R Controls | building maintenance | \$ 2,626.00 | " |
| 35580 | hillyard | janitorial supplies | \$ 429.78 | " |
| 35581 | Howes Oil | Fuel | \$ 4,228.20 | " |
| 35582 | Johnstone Supply | building maintenance | \$ 58.88 | " |
| 35583 | Landscape Unlimited | Elmwood Mitigation | \$ 35,073.25 | " |
| 35584 | Dale Langrock | travel expenses | \$ 2,004.47 | " |
| 35585 | Lincoln Financial | other insurance | \$ 1,591.06 | " |
| 35586 | Media One | Advertising | \$ 3,171.81 | " |
| 35587 | Brad Nelson | building maintenance | \$ 124.45 | " |
| 35588 | Oshkosh | Rescue and Firefighting | \$ 32.99 | " |
| 35589 | Overhead Door Co | building maintenance | \$ 233.27 | " |
| 35590 | Productive Solutions | Security | \$ 10,042.00 | " |
| 35591 | Rydin Decal | Security | \$ 209.14 | " |
| 35592 | South Dakota Retirement | Supp Retirment - Bauer Spouse | \$ 30.00 | " |
| 35593 | SF Utilites | Electric | \$ 25,374.02 | " |
| 35594 | SF Utilites | water/sewer | \$ 3,202.74 | " |

Sioux Falls Regional Airport
Bills to be Approved
May 26, 2016

| Check | Vendor | Description | Amount | Date |
|-------|--------------------------|-----------------------------------|----------------------|-----------|
| 35595 | Sioux Merchant | security may 6-12 | \$ 3,088.95 | " |
| 35597 | Verizon | telephone | \$ 442.13 | " |
| 35598 | Office of Child Support | PPE ending 5/22/16` | \$ 282.92 | 5/24/2016 |
| 35599 | Rushmore Service | PPE ending 5/22/16` | \$ 213.46 | " |
| 35600 | Airlt | passenger service | \$ 836.67 | " |
| 35601 | All Phaase | electrical main | \$ 1,836.47 | " |
| 35602 | Convergint Technologies | security | \$ 63.78 | " |
| 35603 | Dakota Riggers | building mainentance | \$ 256.80 | " |
| 35604 | Howes Oil | Gas and Diesel - shop & resale | \$ 10,963.04 | " |
| 35605 | Metlife | dental insurance | \$ 1,583.96 | " |
| 35606 | Midco | passenger service | \$ 659.00 | " |
| 35607 | Record USA | checkpoint expansion | \$ 190,245.00 | " |
| 35608 | Roto Rooter | plumbing maint | \$ 1,955.00 | " |
| 35609 | sanford | health insurance | \$ 27,076.87 | " |
| 35610 | SF Utilites | water/sewer | \$ 250.98 | " |
| 35611 | Sioux Merchant | Security May 13-19 | \$ 3,061.66 | " |
| 35612 | Tessman Seed | building mainentance | \$ 983.76 | " |
| 35613 | Total Funds | postage | \$ 200.00 | " |
| | Total | | \$ 800,544.24 | |
| 35596 | Standard Parking | April Management Fee | \$ 48,824.68 | |
| | <i>Payroll</i> | <i>pay period ending 05/08/16</i> | \$ 32,656.62 | 05/13/16 |
| | | <i>pay period ending 05/22/16</i> | \$ 32,553.34 | 05/27/16 |
| | | <i>travel</i> | | |
| | <i>CC- Dan Letellier</i> | <i>Vehicle Maint</i> | \$ 99.73 | |
| | | <i>Other Field Maint</i> | \$ 122.90 | |
| | | <i>Bldg Maint</i> | \$ 1,080.00 | |
| | | <i>Fingerprinting</i> | \$ 1,500.00 | |
| | | <i>Total</i> | \$ 2,802.63 | |
| | | <i>fingerprinting</i> | \$ 1,500.00 | |
| | <i>CC- Richard King</i> | <i>Security Supplies</i> | \$ 496.73 | |
| | | <i>Bldg Maint</i> | \$ 94.97 | |
| | | <i>Postage</i> | \$ 6.80 | |
| | | <i>Total</i> | \$ 2,098.50 | |