

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

November 17, 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, Tom Janza – Dakota Golf, Tory Miedema – Sioux Falls Parks and Recreation, Rita Edwards – Davenport Evans

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 12:02 pm.

1. **Minutes-** Mike Luce moved and Raquel Blount seconded approval of the minutes of October 27, 2016. Motion carried.
2. **Bills for Approval-** Julie Schnaible 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. Lon Stroschein moved and Raquel Blount seconded approval of the Consent Agenda. Motion carried.
 - A – UPS Use and Lease Agreement from \$6,000 year to \$29,000 a year for the next 5 years.
 - B- T-Hangar lease agreement with Noel Nakasone for hangar T2-12 for \$135/mo.
4. **Report by Executive Director-**
 - A. Enplanement and Concession Revenue Update - Enplanements are up 4.6% through October and we are looking at another record year
 - B. Construction Updates
 1. Checkpoint / Lobby Renovation – Punch list items are being completed and a mock up for the column covers should be happening early next week to complete the column covers. Furniture should be arriving in the next few weeks along with a piece pieces of art work should start being delivered and hung. The new art work should all be completed and hung by the end of December.
5. **Old Business**
 - A. 2017 Operating Budget – Revenue Adjustments. We are looking at adding more funding from the parking lot by removing the weekly long term rate. Increasing short term parking from \$12 to \$14. It was also presented that Standard Parking roll out 10 spots for a new click and park program to give customers a set spot upon arriving at the airport. All of those are to take effect January 1, 2017. The motion was moved by Raquel Blount and seconded by Julie Schnaible. The motion was moved.

6. New Business

- A. Change order #13 with Landscapes Unlimited associated with Elmwood Mitigation project. They have requested \$49,100 to fix some drainage issues on Phase 3 of the golf course. A motion was moved by Lon Stroschein to have the Airport pay \$35,000 with the City of Sioux Falls to pick up the remaining \$14,100 which upon completion the city agrees to sign a release of liability on the project so the Airport is no longer responsible for any new issues going forward. Dave Nelson seconded that Amendment which was then amended by Dan Letellier who suggested doing Change Order #13 for \$35,000 and change order #14 for \$14,100 which would be city funded and at the completion of this new change order the City of Sioux Falls releases the liability on the project. That motion was moved by Mike Luce and Seconded by Julie Schnaible. The motion was moved.
- B. In order to be in compliance with new requirements by Federal and State regulations, a *Conflict of Interest Policy* must be adopted by the Airport. Mike Luce moved and Julie Schnaible seconded the motion. The motion was moved.
- C. As we approach the Holidays, I would again ask the Board to consideration providing a Christmas Bonus for our employees. As in the past we have provided a 2% bonus with a cap of \$500 for all employees (excluding the Executive Director). This was moved by Lon Stroschein and seconded by Mike Luce but was Amended again by Mike Luce and Julie Schnaibale about Dan Letellier having the final approval on who does and does not get bonuses based on performance ratings. Lon Stroschein moved and Mike Luce seconded. The motion was moved.
- D. Health Insurance Renewal –Holmes Murphy has provided the premium renewal for our Sanford Plan and also for a Wellmark alternative. The renewal for a plan very similar to our current one with Sanford would result in a premium increase of 18.79% or approximately \$50,000/year in premium expenses after the employee contribution. Another concern this year is that Sanford has elected not to include Avera clinics and Doctors under their plan (McGreevy Clinics for example) which has been covered in the past with only a few exceptions. Dan Letellier proposed making the switch to Wellmark for the 2017 plan year. Dave Nelson excused himself from the discussion as a conflict of interest arose. It was moved by Mike Luce and seconded by Julie Schnaible.

7. Open Segment- No discussion

Raquel Blount left at 1:50 pm

Dave Nelson moved to adjourn at 2:23 p.m. Lon Stroschein seconded. Motion carried.

Date

Secretary

Next Board Meeting on December 15, 2016