

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

March 23, 2017

Members Present: Dave Nelson, Raquel Blount, and Julie Schnaible (Via teleconference)

Staff Present: Dan Letellier, Richard King, Kristin Elgersma

Guests Present: Mark Weiderrich- Goldsmith Heck, Jared Nesje –TSP, Elizabeth Hurtz – 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 12:00 pm.

1. Minutes- Raquel Blount moved and Julie Schnaible seconded approval of the minutes of February 23, 2017. Motion carried.

2. Bills for Approval- Julie Schnaible 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. Raquel Blount moved and Julie Schnaible seconded approval of the Consent Agenda. Motion carried.

A. Task Order #51 with Goldsmith/Heck Engineers for Const. Admin. Services for the West General Aviation Ramp Expansion project. - \$94,199.00. Reimbursement of 90% of these costs will be requested through an AIP grant in 2018.

B. Approve advertisement to solicit construction bids to remodel the Customs and Border Protection General Aviation Facility. Last estimate for the project was \$295,000 however could be lower due to some security requirement changes.

4. Report by Executive Director-

A. Passenger Traffic and Concession Revenue Report

1. FSD passenger enplanements are up 5.63% for the first two months of the year. February enplanements were 6.5% higher than last year and overall traffic increased by 6.2%. Enplanements forecasted to increase at least 3-5% over the next six months with available seats increasing 11.7% in that time frame.

Parking revenue is up 14.1%, with Food, Gift, and Car Rental up over 5%. Hotel Revenue has been increasing over the last two years and Chairman Nelson asked if they would be willing to provide us with an update at an upcoming board meeting.

B. Construction Update

1. Lobby Lights – TSP, Hoogendoorn, as well as Thompson Electric were out looking at the column lighting in the ticketing area. Four columns are being

evaluated for adding an LED strip to enhance the lighting. An estimate to provide the additional lighting will be submitted for consideration in the next few weeks.

2. Runway 3-21 Reconstruction Phase 1 –Pre-construction meeting held with T&R Contracting as well as subcontractors with a construction start date of April 17th, two weeks ahead of schedule if weather cooperates.
3. W. GA Apron Extension – Bids opened March 7th with an anticipated start date of May 1st.
4. National Guard Drive Rehabilitation – Bids opened March 21st with a start date planned for April 17th.

C. Federal Program Update

1. LEO Reimbursement Program – The recently released budget from the White House has removed funding for the Law Enforcement Officer (LEO) Reimbursement Program. Since 2003, the TSA has required airports to have a LEO present during passenger screening checkpoint operations. In order to assist with this requirement the TSA has provided the LEO Reimbursement Program to offset these expenses. FSD currently received \$125,000 of the \$175,000 expense for this requirement. If the program is not funded the total cost plus expected increases from the Sioux Falls Police Department (provides the service) could top \$225,000 annually. This cost would likely have to be passed on to the airlines and ultimately the customers.
2. Essential Air Service (EAS) Program – Another program important to small commercial service airports is the EAS Program. Since deregulation of the airline industry in 1978, Congress has provided funding to assist airlines in flying to smaller cities to offset the low volume of travelers. The Budget proposed would eliminate this program that provides funding to 173 communities around the country. The savings of \$175 million annually would likely result in the loss of air service to Pierre, Watertown, Aberdeen and even Sioux City.
3. Air Traffic Control (ATC) Privatization – The House Transportation Committee Chairman has proposed removing the ATC division from the FAA and privatizing that function to expedite development of new technologies and increase flight operations, especially in congested airspaces in the northeast and southern California. Concerns have been raised on how this new private organization would be funded (current plan is to impose user fees for each aircraft that lands at an airport) which could negatively impact general and business aviation users. Funds in a private organization could be directed to large airports leaving small communities with inadequate staffing and equipment in those airports.

5. Old Business

- A. No Items

6. New Business

- A. Construction Bids were opened March 7th for the W. GA ramp expansion. Three bids were received with Dakota Contracting coming in with the lowest responsible bid. Raquel Blount moved and Julie Schnaible seconded a motion to awarding Dakota Contracting the project in the amount of \$1,032,949.53. Motion Carried.

- B. Construction bids were also opened on March 21st for the project to realign and replace National Guard Drive as well as repave Hangar Street and Aviation Avenue. Nine bids were received with Soukup Construction coming in with the lowest responsible bid. Julie Schnaible moved and Raquel Blount seconded a motion to award Soukup Construction the project in the amount of \$1,599,999.00. Motion Carried. It was noted that a portion of the project in the amount of \$402,663.24 will be funded by the South Dakota Army National Guard for work specific to their leased area.

- C. A request to the Board to approve a Settlement Agreement between Beckman Construction and Matz Painting for a contract dispute involving work to remodel the interior of the baggage claim and ticketing areas in 2015-2016. Agreement will provide Matz with payment of \$1,500 from Beckman and \$2,104 from the Authority. The payment to Matz will be subtracted from the final retainage balance of \$10,000 due to Beckman to close out the contract for this work. Elizabeth Hurtz with Davenport/Evans recommends board approval for the settlement. Raquel Blount moved and Julie Schnaible seconded a motion to approve the Settlement Agreement. Motion Carried.

7. Open Segment- No discussion

Julie Schnaible moved to adjourn at 12:35 p.m. Raquel Blount seconded. Motion carried.

Date

Secretary

Next Board Meeting on April 27, 2017

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

Check	Vendor	Description	Amount	Date
36773	Heartland Paper	Janitorial Supplies	\$ 232.22	3/16/2017
36788	Bierschbach Equipment	Machinery Maint	\$ 480.00	3/23/2017
36789	Boyer Truck	Machinery Maint	\$ 1,842.87	"
36790	Builders Supply	Building Maint	\$ 669.00	"
36791	Taylor Carl	Clothing	\$ 59.62	"
36792	Century Link	Telephone	\$ 825.68	"
36793	Cliff Ave Auto	Machinery Maint	\$ 20.41	"
36794	Dalsin Inc	Checkpoint Expansion	\$ 880.00	"
36795	Diamond Vogel Paint	Paint	\$ 68.84	"
36796	Heartland Paper	Office Supplies	\$ 136.75	"
36797	Hillyard	Janitorial Supplies	\$ 651.35	"
36798	Howes Oil	Fuel and Diesel and Resale	\$ 12,502.97	"
36799	Interstate Office Products	Office Supplies	\$ 141.74	"
36800	JCL Solutions	Janitorial Supplies	\$ 84.24	"
36801	Johnstone Supply	Climate Control	\$ 113.28	"
36802	Macs	Field Maint	\$ 150.89	"
36803	Malloy Electric	Building Maint	\$ 100.92	"
36804	Midcontinent Communications	Passenger Services	\$ 659.75	"
36805	Midwest Alarm	Building Maint	\$ 291.40	"
36806	SDML Workers Comp	Prepaid Insurance	\$ 3,533.00	"
36807	Sioux Falls Utilitles	Electric	\$ 26,101.03	"
36808	Sioux Falls Utilitles	Water and Sewer	\$ 3,568.32	"
36809	Signature Flight Support	Other Current Expenses	\$ 250.00	"
36810	Sioux Equipment	Machinery Maint	\$ 81.33	"
36811	Sioux Merchant	Security 3/10 - 3/16	\$ 3,197.78	"
36812	Thompson Electric	Checkpoint Expansion	\$ 3,217.26	"
36813	Verizon Wireless	Telephone	\$ 513.41	"
36814	Wellmark	Health Insurance	\$ 31,665.42	"
36815	Sheehan Mack Sales	Lost Check Machine Maint	\$ 1,787.02	"
36816	A-1 Septic	Sewer	\$ 165.00	3/30/2017
36817	Air It Service	Passenger Services	\$ 836.67	"
36818	Argus Leader	Advertising	\$ 71.17	"
36819	Baete Forseth	Climate Control	\$ 774.27	"
36820	Beckman Construction	Checkpoint Expansion	\$ 7,896.00	"
36821	Child Support	PPE 3/26/2017	\$ 282.92	"
36822	Dex Media	Advertising	\$ 438.50	"
36823	Diamond Vogel Paint	Paint	\$ 64.20	"
36824	Direct TV	Passenger Services	\$ 89.87	"
36825	Eide Bailly	Accounting	\$ 15,000.00	"
36826	Elston Mfg	Field Maint	\$ 350.00	"
36827	EZ Liner	Machinery Maint	\$ 732.42	"
36828	G&H Distributing	Machinery Maint	\$ 112.86	"
36829	Hillyard	Janitorial Supplies	\$ 262.21	"
36830	Intersate Batter	Field Maint	\$ 191.90	"

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

Check	Vendor	Description	Amount	Date
36831	JBT	Other Building Maint	\$ 3,926.41	"
36832	Johnstone Supply	Climate Control	\$ 482.04	"
36833	Light and Siren	Machinery Maint	\$ 408.00	"
36834	Matz Painting	Final Checkpoint	\$ 2,104.00	"
36835	Media One	Advertising	\$ 17,844.95	"
36836	Capital One	Field and Building Maint	\$ 642.66	"
36837	Metlife	LTD, STD, Life, AD&D, Dental, Visi	\$ 3,564.07	"
36838	Mid American	Gas	\$ 8,588.80	"
36839	Northern States Supply	Machinery Maint	\$ 35.68	"
36840	Oshkosh	Fire Rescue	\$ 510.59	"
36841	Rushmore Service	PPE 3/26/2017	\$ 202.58	"
36842	SDSRP	Supplemental	\$ 30.00	"
36843	Sewah Studios	Joe Foss Historical Marker	\$ 2,215.00	"
36844	Sioux Falls Utilitles	Sewer	\$ 256.44	"
36845	Sioux Merchant	PPE 3/17 - 3/23	\$ 3,242.74	"
36846	Traffic Solutions	Field Maint	\$ 1,150.56	"
36847	Tri-State Garage Door	Building Maint	\$ 1,017.50	"
36848	Tractor Supply	Field Maint	\$ 135.46	"
36849	Automatic Building Controlsl	Other Building Maint	\$ 484.00	4/6/2017
36850	Argus Leader	Advertising	\$ 292.07	"
36851	Convergint Technologies	Security	\$ 362.25	"
36852	Davenport Evans	Attorney	\$ 1,440.00	"
36853	G&H Distributing	Machinery Maint	\$ 525.70	"
36854	Heartland Paper	Janitorial Supplies	\$ 195.30	"
36855	Hefty Seed	Field Maint	\$ 1,938.30	"
36856	Hillyard	Janitorial Supplies	\$ 1,054.22	"
36857	Hofer Humpal	Accounting	\$ 31.25	"
36858	Hungrys	Other Current Expenses	\$ 57.17	"
36859	Intersate Batter	Field Maint	\$ 71.00	"
36860	Laceys	Other Current Expenses	\$ 108.00	"
36861	Lodes Tree Servic	Building Maint	\$ 350.00	"
36862	MB Companies	Machinery Maint	\$ 2,660.00	"
36863	Media One	Advertising	\$ 500.00	"
36864	Midwest Oil	Oil	\$ 987.82	"
36865	Rick Milner	Building Maint	\$ 22.50	"
36866	Brad Nelson	Other Building Maint	\$ 61.48	"
36867	Nybergs Ace	Other Building Maint	\$ 209.97	"
36868	SDRS	March Retiremenet	\$ 19,816.32	"
36869	Sioux Empire United Way	United Way Deduction	\$ 182.00	"
36870	Sioux Merchant	Security 3/24 - 3/30	\$ 3,242.74	"
36871	South Cental Comm	Passenger Services	\$ 57.78	"
36872	Voltaire Aviation	Airline Start Up	\$ 4,000.00	"
36873	Waste Management	Sanitation	\$ 1,321.00	"
36874	Wireless World	Richard Cell Phone	\$ 170.38	"

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Check	Vendor	Description	Amount	Date
36875	Airside Solutions	Airfield lighting parts	\$ 1,246.35	4/20/2017
36876	American Ink	Passenger Service items	\$ 346.32	"
36877	Argus Leader	Ad- Tech Wall RFP	\$ 54.86	"
36878	AT & T	Phone Service-Long Distance	\$ 45.15	"
36879	AT& T Teleconference	Board Meeting Teleconference	\$ 9.60	"
36880	Brock White CO.	Field Maint. - Asphalt Repair	\$ 1,302.00	"
36881	Century Link	Telephone	\$ 218.75	"
36882	Office of Child Support	PPE 4/19/2017	\$ 282.92	"
36883	Cliff Ave. Auto	Machinery Maint.	\$ 33.63	"
36884	Concrete Materials	Field Maint	\$ 355.37	"
36885	Culligan Water	Build Maint-water salt	\$ 400.05	"
36886	Dakota Auto Parts	Machinery Maint.	\$ 264.34	"
36887	Dakota Riggers & Tool	Tools	\$ 31.26	"
36888	U.S. Treasury	Taxes (Excise)	\$ 97.65	"
36889	Diamond Vogel	Paint-Runway	\$ 641.00	"
36890	EZ-Liner	Machinery Maint.	\$ 388.02	"
36891	Fastenal	Tools	\$ 164.96	"
36892	G&R Controls	Building Maint.	\$ 80.06	"
36893	Goldsmith/Heck Engineers	AIP Projects-Design	\$ 83,639.43	"
36894	Graybar	Machinery Maint.	\$ 37.53	"
36895	Hillyard	Janitorial Supplies	\$ 1,327.07	"
36896	Howes Oil	Fuel & Oil	\$ 11,877.85	"
36897	Interstate Office Prod	Office Supplies	\$ 98.08	"
36898	ISC Companies	Machinery Maint.	\$ 69.67	"
36899	I State Truck Center	Machinery Maint.	\$ 1,497.30	"
36900	JBT Aerotech	Jetbridge Parts	\$ 639.60	"
36901	Kone	Building Maint. - Escalator	\$ 587.36	"
36902	Kurt Krome	Machinery Maint.	\$ 34.07	"
36903	Malloy Electric	Building Maint. - Bag Belt	\$ 33.77	"
36904	Media One	Marketing - TV and Web buy	\$ 17,035.50	"
36905	Midco	Passenger Service - WiFi	\$ 659.75	"
36906	Neopost USA	Postage	\$ 119.85	"
36907	P&K Pest Control	Field Maint - Weed Spray	\$ 110.00	"
36908	Pride Neon	Artwork -Bio Signs	\$ 525.00	"
36909	SF Public Works	Rubble Charge	\$ 20.40	"
36910	R & L Supply	Building Maint - Faucets	\$ 537.60	"
36911	Roto Rooter	Plumbing - Line Jet	\$ 1,945.00	"
36912	Rushmore Service Center	Garnishment	\$ 202.58	"
36913	SD Supplemental Retirement	Supplemental-Bauer	\$ 30.00	"
36914	SF Utilities	Water & Sewer charges	\$ 3,517.32	"
36915	Signature Flight Support	Office Rent for Civil Air Patrol	\$ 250.00	"
36916	Sioux Merchant Patrol	3/31 - 4/13 Security	\$ 6,468.62	"
36918	Standard Signs	Field Maint	\$ 1,301.15	"
36919	Tessman Seed	Building Maint. - Landscape mulch	\$ 399.48	"

Sioux Falls Regional Airport
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Check	Vendor	Description	Amount	Date
36920	Total Funds by Halser	Postage	\$ 200.00	4/20/2017
36921	Tri-State Garage	Building maint - Garage door repa	\$ 1,098.00	"
36922	TSP	Customs/Checkpoint Design fees	\$ 3,946.54	"
36923	Verizon Wireless	Telephone	\$ 544.71	"
36924	Vidtronix	Passenger Services-BP Stock	\$ 315.00	"
36925	Wellmark	Health Insurance	\$ 28,355.93	"
36926	Western Comm. Printing	Office Supplies	\$ 62.00	"
36927	Wireless World	Telephone- Letellier cell repl.	415.32	"
36917	Standard Parking	March Management/Shuttle	\$ 91,953.04	4/20/2017
	<i>Payroll</i>	<i>pay period ending 03/26/2017</i>	<i>\$ 38,630.71</i>	<i>03/31/17</i>
		<i>pay period ending 04/09/2017</i>	<i>\$ 37,377.99</i>	<i>04/13/17</i>
		<i>travel</i>	<i>\$ 1,232.83</i>	
	<i>CC- Dan Letellier</i>	<i>Employee Appr.</i>	<i>\$ 109.44</i>	
		<i>memberships- refund</i>	<i>\$ (210.00)</i>	
		<i>Communications Maint</i>	<i>\$ 105.32</i>	
		<i>online training</i>	<i>\$ 50.00</i>	
		<i>Total</i>	<i>\$ 1,287.59</i>	
		<i>fingerprinting</i>	<i>\$ 3,500.00</i>	
	<i>CC- Richard King</i>	<i>travel-AAAEE Great Lakes Planning</i>	<i>\$ 554.33</i>	
		<i>travel-Allegiant Conf-LAS</i>	<i>\$ 747.27</i>	
		<i>Memberships</i>	<i>\$ 23.00</i>	
		<i>Total</i>	<i>\$ 4,824.60</i>	