

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

September 28, 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, Jared Nesje-TSP, Joel Stromgren – Miller Dunwiddie

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 12:00 pm.

1. **Minutes-** Raquel Blount moved and Dave Nelson seconded approval of the minutes of August 24, 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. Dave Nelson moved and Raquel Blount seconded approval of the Consent Agenda. Motion carried.
 - A. Award bid for Aircraft Deicing Fluid for the 2017-2018 winter season to Ascent Aviation Group.
 - B. Award bid for Runway Deicing Fluid for the 2017-2018 winter season to Nachurs Alpine Solutions.
 - C. Task Order #54 with Goldsmith Heck Engineers for the Design and bid documents for the replacement of the west and north sections of perimeter fence not to exceed \$56,964.00. (95% reimbursed in 2018 AIP)
 - D. Change order #2 with Soukup Construction for modifications to the National Guard Drive. Change Order totals \$6,637.00 which includes additional traffic control and asphalt repairs on Jaycee Lane, and additional electrical work required to connect new National Guard Drive Street lights to City Power.
 - E. Change order #5 with T.R. Contracting for additions to Phase 1 of the Runway Reconstruction Project totaling \$5,146.70. Change Order includes work for additional asphalt milling for Taxiway K and relocation of runway hold sign along Taxiway K.
 - F. Approve T-Hangar Lease with Scott Ecklund for hangar T1-9.
 - G. Approval of the State of South Dakota – Department of Transportation Financial Service Agreement to provide funding up to 5% of eligible construction costs for Phase 2 of Runway 3-21 Reconstruction in the amount of \$457,081.78.

4. Report by Executive Director-

A. Construction Update:

1. *Runway 3-21 Reconstruction* – Runway nearing completion, poured the last of the concrete for the arresting barrier this week, asphalt shoulder for taxiway B4 on Friday. Targeting the reopening of the runway by October 10th.
2. *National Guard Drive Rehabilitation* – Finishing work in the Army Guard parking lot along with fine grading and seeding for National Guard Dr. and Hangar St. Majority of work completed with the exception of connection of storm water drainage to the Sioux River and sluice gate structure.
3. *Customs Remodel* – Final interior work being completed including security access/cameras and IT equipment. Final walk through is set for Friday October 6th
4. Media Wall is up and running currently with initial 15 minute video. Media One is working on adding a few more 15 minute videos.
5. Mamava nursing unit is up and operational by Gate 2.

B. Symphony Sponsorship:

1. The SD Symphony has agreed to provide four-90minute performances at the airport in exchange for a \$7,500 sponsorship. A traveling string quartet will perform in November, December, February and April.

5. Old Business

- A. No new items

6. New Business

- A. Goldsmith/Heck Engineers has provided engineering services to the Airport for FAA funded projects since 2009 with a partnership with KLJ Engineers. KLJ has elected to acquire Goldsmith/Heck to broaden their reach in eastern South Dakota and Minnesota. Our Master Agreement with Goldsmith/Heck requires Board approval for the assignment of the contract to KLJ Engineers. Julie Schnaible moved and Dave Nelson seconded a motion to approve the assignment of the Engineering Agreement with Goldsmith/Heck to KLJ Engineers. Mike Luce abstained from voting due to a potential conflict of interest. Motion carried.
- B. Jared Nesje with TSP and Joel Stromgren with Miller Dunwiddie provided an update on design of the Baggage Claim Expansion. The initial design calls for introduction of three large flat-plate claim devices that will greatly increase capacity meeting the forecasted demand for the next 15 years and doubling the square footage in the claim area. Plans also call for the relocation of a sanitary sewer lift station as well as

relocating underground utilities just outside the expanded claim area. Estimated construction time to accommodate multiple phases is at least a year. Bids are expected to go out in early 2018 with construction beginning in the Spring of 2018.

- C. The Executive Director presented a proposal to the Board that would update established pay rates for front-line employees. The pay rates would mirror hourly rates going into effect January 1, 2018 for similar positions with the City of Sioux Falls. The pay ranges established would set new employee starting rates of pay and yearly pay adjustments throughout the first 15 years of employment. The new pay rates would be utilized to develop the operating budget for 2018 that will be presented to the Board for review in October.

7. Open Segment- No discussion

Mike Luce left at 1:34 pm

Julie Schnaible moved to adjourn at 1:37 pm. Raquel Blount seconded. Motion carried.

Date

Secretary

Next Board Meeting: October 26, 2017

**Sioux Falls Regional Airport
Bills to be Approved
October 26, 2017**

Check	Vendor	Description	Amount	Date
37494	Bargain Barn	Mower Tires	\$ 78.00	9/28/2017
37495	C&R Supply	Machinery Maint	\$ 83.36	"
37496	Office of Child Support	PPE 09/24/2017	\$ 282.92	"
37497	DirectTv	Passenger Services	\$ 104.50	"{
37498	Golden Rule	Customs Remodel	\$ 96,375.60	"
37499	Heartland Paper	Janitorial Supplies	\$ 288.96	"
37500	J&B Aviation Services	Building Maint	\$ 661.04	"
37501	Menards	Small Tools	\$ 141.47	"
37502	Metlife	LTD, STD, Life, Dental, Vision, AD&D	\$ 3,214.03	"
37503	MidAmerican	Gas	\$ 1,248.77	"
37504	Myrl and Roys Paving	Field Maint	\$ 360.80	"
37505	Northview Bait	Machinery Maint	\$ 106.00	"
37506	Rushmore Service	PPE 09/24/2017	\$ 202.58	"
37507	SDSRP	Supplemental	\$ 130.00	"
37508	Sioux Falls Utilities	Electric	\$ 22,835.82	"
37509	Sherwin Williams	Paint	\$ 504.00	"
37510	Sioux Merchant	09/15 - 09/21 Security	\$ 3,192.16	"
37512	Total Funds	Postage	\$ 390.99	"
37513	A&B Business Solutions	Office Equipment Maint	\$ 25.00	10/11/2017
37514	Airside Solutions	Field Maint	\$ 1,234.13	"
37515	American Engineering Testing	projects	\$ 8,323.00	"
37516	AnyLab Test	Other Current Expense	\$ 98.00	"
37517	Argus Leader	Advertising	\$ 1,653.84	"
37518	AT&T	Telephone	\$ 48.22	"
37519	AVI Systems	Art Upgrades	\$ 28,246.21	"
37520	Century Link	Telephone	\$ 133.32	"
37521	Chief of Police	September LEO	\$ 13,648.38	"
37522	Office of Child Support	ppe 010/08/2017	\$ 282.92	"
37523	City of Sioux Falls	2018 Liquor License	\$ 973.00	"
37524	Construction Products	Small Tools	\$ 439.80	"
37525	Dex Media	Advertising	\$ 438.50	"
37526	Diamond Vogel	Paint	\$ 3,918.00	"
37527	Fred the Fixer	Building Maint	\$ 41.25	"
37528	G&R Controls	Climate Control	\$ 258.16	"
37529	Gaetze Manufacturing	Machinery Maint	\$ 850.00	"
37530	Goldsmith Heck	Projects	\$ 80,263.66	"
37531	Grainger	Small Tools	\$ 394.93	"
37532	Green4Ever	Building Maint	\$ 69.89	"
37533	Heartland Paper	Janitorial Supplies	\$ 1,009.95	"
37534	Hillyard	Janitorial Supplies	\$ 2,197.47	"
37535	Interstate Battery	Machinery Maint	\$ 507.77	"
37536	JCL Solutions	Janitorial Supplies	\$ 263.68	10/19/2017
37537	JBT	Building Maint	\$ 1,017.94	10/11/2017
37538	Jerry Feist	Building Maint	\$ 1,660.35	"

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Check	Vendor	Description	Amount	Date
37539	Johnstone Supply	Climate Control	\$ 950.92	"
37540	Jones Plumbing	Building Maint	\$ 210.00	"
37541	Kabel Business Solutions	Health insurance	\$ 2,358.39	"
37542	Laceys Rentals	Other Current Expense	\$ 375.00	"
37543	Dan Letellier	Travel	\$ 22.39	"
37544	Malloy Electric	Machinery Maint	\$ 29.24	"
37545	Media One	Advertising	\$ 17,098.22	"
37546	Neopoast	Postage	\$ 119.85	"
37547	Nybergs Ace	Building Maint	\$ 56.96	"
37548	Overhead Door	Building Maint	\$ 153.06	"
37549	P&K Pest	Building Maint	\$ 110.00	"
37550	Productive Solutions	Security Supplies	\$ 159.00	"
37551	RDO Equipment	Machinery Maint	\$ 830.00	"
37552	Reede Construction	Runway 321 Phase 2	\$ 121,500.00	"
37553	Rushmore Service	PPE 10/08/017	\$ 202.58	"
37554	South Dakota Retirement	September Retirment	\$ 18,585.72	"
37555	SDSRP	Supplemental	\$ 130.00	"
37556	Sioux Empire Society Human Re	2018 Membership - Kristin	\$ 135.00	"
37557	Sherwin Williams	Paint	\$ 560.00	"
37558	Sioux Empire United Way	United Way	\$ 182.00	"
37559	Sioux Merchant	9/22 - 9/28 and 9/29-10/05 Security	\$ 6,530.44	"
37560	Swarco	Paint - Beads	\$ 2,367.70	"
37561	T&R Contracting	Runway 321	\$ 753,482.78	"
37562	Volaire Aviation	Airport	\$ 2,500.00	"
37563	Waste Management	Sanitation	\$ 1,324.90	"
37564	AirIT	Passenger Services	\$ 836.67	10/19/2017
37565	Airside Solutions	Field Lighting	\$ 80.70	"
37566	Ascent	Aircraft Deicer	\$ 27,338.22	"
37567	Baete Forseth	Other Building Main	\$ 205.46	"
37568	Century Link	Telephone	\$ 85.49	"
37569	Country Boutique	Other Current Expense	\$ 72.55	"
37570	Graybar	Electrical supplies	\$ 444.20	"
37571	Heartland Paper	Janitorial Supplies	\$ 612.46	"
37572	Hillyard	Janitorial Supplies	\$ 815.37	"
37573	Howes Oil	Gas Diesel Resale	\$ 8,396.90	"
37574	Hungrys	Other Current Expense	\$ 87.04	"
37575	Krier and Blain	Plumbing Maint	\$ 3,170.00	"
37576	Laceys Rentals	Other Current Expense	\$ 108.00	"
37577	Midwest Alarm	Building Maint	\$ 807.00	"
37578	Brad Nelson	Office Supplies	\$ 66.01	"
37579	Sioux Falls Two Way	Communications Maint	\$ 22.98	"
37580	Sioux Falls Utilities	Water/ Sewer	\$ 3,789.67	"
37581	Signature Flight Support	Other Current Expense	\$ 250.00	"
37582	Sioux Merchant	10/6 - 10/12 security	\$ 3,152.82	"

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Check	Vendor	Description	Amount	Date
37583	South Central Comm	Building Maint	\$ 60.67	"
37584	Standard Parking	September Parking Fee	\$ 49,284.17	"
37585	Standard Signs	Runway Lighting	\$ 1,700.18	"
37586	Verizon	Telephone	\$ 286.58	"
37587	Wellmark BCBS	November Health Insurance	\$ 26,279.65	"
Total for 9/28/2017 - 10/20/2017			\$ 1,336,125.31	

<i>Payroll</i>	<i>pay period ending 09/24/2017</i>	\$ 37,057.96	09/29/17
	<i>pay period ending 10/08/2017</i>	\$ 34,824.44	10/13/17

<i>CC- Dan Letellier</i>	<i>Vehicle Maint</i>	\$ 169.46	
	<i>Memberships</i>		
	<i>Travel</i>		
	<i>Postage</i>		
	<i>Total</i>	\$ 169.46	
<i>CC- Richard King</i>	<i>Fingerprinting</i>	\$ 3,000.00	
	<i>Travel</i>		
	<i>Other Current Expense - car rental</i>		
	<i>Memberships</i>	\$ 23.00	
	<i>Total</i>	\$ 3,023.00	
<i>CC - Brad Nelson</i>	<i>Communications Maint</i>	\$ 10.80	
	<i>Wildlife Control</i>	\$ 15.98	
	<i>Passenger Facility Charge</i>		
	<i>Field Maint</i>		
	<i>Travel</i>		
	<i>Total</i>	\$ 26.78	

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