

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

May 25, 2017

Members Present: Dave Nelson, and Julie Schnaible.

Members Present via Teleconference: Mike Luce

Staff Present: Dan Letellier, Richard King

Guests Present: Mark Weiderrich- Goldsmith Heck, Teri Bourne, Mary Widmann, Patricia Nash-Dubois – TMP Partnership, 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 10:01 am.

1. **Minutes-** Julie Schnaible moved and Mike Luce seconded approval of the minutes of April 27, 2017. 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. Julie Schnaible moved and Mike Luce seconded approval of the Consent Agenda. Motion carried.
 - A. Change Order #1 with T.R. Contracting for additional work on the Runway 3-21 Reconstruction, Phase 1 project totaling \$37,669.11. Most significant addition was an asphalt mill and overlay for Taxiway Kilo for \$43,563. Also a reduction in contract with the removal of radio installation at Air Guard arresting barriers.
 - B. Change Order #1 with Dakota Contracting for additional work requested for the West General Aviation Ramp Expansion project totaling \$3,822.17.
 - C. Request to advertise for proposals to replace landscaping in front of the terminal building. Estimate for the work is \$42,000.
 - D. New agreement with Volaire Aviation to provide air service development consultation. Agreement is for 18 months with an annual retainer of \$27,000.
 - E. Amendment with the State of South Dakota Department of Transportation to increase Agreement #715680 by \$3,251.78. Agreement now totals \$341,719.28 to cover construction costs associated with Runway 3-21 Construction in 2015.
4. **Report by Executive Director-**
 - A. Construction Update

1. *Runway 3-21 Reconstruction Phase 1* – Work continues to remove and crush old concrete and remove additional soil to achieve new sub-base depth. Pouring has begun to replace Taxiway B5 and B4.

Airport Maintenance crews and airport engineer have observed accelerated deterioration of concrete at both approach ends to the runway that are not scheduled for replacement for 10 years. The expanding cracking in key areas of the runway will have to be addressed in the next 1-2 years in order to replace in 5-6 years. Airport Management is working with the FAA on funding options and possible replacement with some sections in 2017 and 2018's projects.

2. *W. GA Apron Extension* – Excavation of soil and gravel fill is complete. Pour of new concrete started May 25 with completion expected in two weeks. .
3. *National Guard Drive Rehabilitation* – Phase 1 dirt work near completion with gravel and fine grading expected in the next two weeks. Phase 2, which involved the asphalt mill and overlay of National Guard Dr. from Minnesota Ave., is complete. Phase 3, which is the realignment of the street in front of the Army Guard, will begin May 31st.

B. Allegiant Air Conference:

Richard King attended the annual Allegiant Air Conference and reported a positive meeting. FSD airport costs ranking us near the bottom in all the airports they serve which is a major advantage when they are considering new routes. Las Vegas and Phoenix routes are very profitable for them with Orlando and Los Angeles not far behind. St. Petersburg could be a little better but improves every year.

5. Old Business

- A. Gift and Retail Concessions: Proposals were opened on May 22nd for any interested business looking to provide the Gift and Retail Concessions for the Airport. TMP Partnership, the incumbent concessionaire provided the only proposal which reflected an increase in concession fee over the previous agreement along with improvements planned for both gift shops. Julie Schnaible moved and Mike Luce seconded a motion to award the Airport Gift and Retail Concessions to TMP Partnership for five years with an option for a 2nd five year term. *(Mike Luce advised the Board that another attorney in his law firm has reviewed the lease agreement for TMP, but that no conflict of interest exists between himself and TMP)* Motion Carried.

6. New Business

- A. Law Enforcement Officer (LEO) Coverage: Executive Director Letellier informed the Board that the current agreement with the City of Sioux Falls will expire at the end of the year which provides a Law Enforcement Office at the Security Checkpoint and luggage screening area as required by the TSA. Letellier has reviewed the new proposal from the City as well as an option with the Minnehaha County Sheriff's Office. Letellier recommend to the Board the acceptance of the County's proposal for LEO Coverage beginning late this year. Mike Luce moved and Julie Schnaible

seconded a motion to transition to the Minnehaha County Sheriff's Office for LEO Coverage by December 31, 2017. Motion Carried.

7. Election of Officers: Julie Schnaible moved and Mike Luce seconded a motion to electing Lon Stroschein- Chairperson, Mike Luce- Vice- Chair, and Dan Letellier- Secretary for the coming year. Motion carried

8. Open Segment- No discussion

Next Board Meeting on June 22, 2017

Julie Schnaible moved to adjourn at 11:10 a.m. Mike Luce seconded. Motion carried.

Date

Secretary

Sioux Falls Regional Airport
Bills to be Approved
June 22, 2017

Check	Vendor	Description	Amount	Date
37049	Chief of Police	Security - April LEO Expense	\$ 14,295.14	5/24/2017
37050	Office of Child Support	PPE 5/21/2017	\$ 282.92	"
37051	Crouse-Hinds	Field Maint. - Runway light parts	\$ 95.26	"
37052	Graybar	Electrical Parts -Light Bulbs-Terminal	\$ 548.53	"
37053	Hillyard	Janitorial Supplies	\$ 620.55	"
37054	Howes Oil	Gas & Fuel - Resale	\$ 6,695.85	"
37055	Hungrys	Refund of overpayment-empl parking	\$ 1,760.00	"
37056	Media One	Advertising - Domain Name renewal	\$ 53.25	"
37057	Met Life	June- Dental/Life/Disability	\$ 3,663.71	"
37058	MidContinent	Psgr Services - Wi Fi	\$ 659.75	"
37059	Brad Nelson	Office Supplies	\$ 157.54	"
37060	SF Utilities	Electric 4/9 - 5/9	\$ 23,113.10	"
37061	SF Utilities	Water/Sewer	\$ 310.78	"
37062	Sherwin Williams	Paint - Runway	\$ 1,070.00	"
37063	Sioux Merchant Patrol	Security 5/12 - 5/18	\$ 3,197.78	"
37064	Tennant Sales	Building Maint.	\$ 531.50	"
37065	TotalFunds by Halser	Postage	\$ 200.00	"
37066	ABC Rentals	Misc. Other Exp-Annual Picnic	\$ 238.43	6/5/2017
37067	Argus Leader	Advertising-Board Minutes	\$ 294.90	"
37068	Bargain Barn	Tire repair	\$ 24.00	"
37069	Brock White	Equipment-Router(\$10,400)/Material	\$ 11,702.00	"
37070	Butler Machiner	Field Maint.	\$ 159.08	"
37071	Campbell Supply	Clothing-Annual Uniform purchase	\$ 1,610.06	"
37072	Davenport,Evans,Hurwitz	Legal Services-May	\$ 2,466.00	"
37073	Dex Media	Advertising-Yellow/white pages	\$ 438.50	"
37074	Diamond Vogel	Paint	\$ 2,530.73	"
37075	Direct TV	Passengers Services-Sat.tv	\$ 104.50	"
37076	G & R Controls	Climate Control-Maint entrance contrl	\$ 2,794.25	"
37077	Grainger	Building Maint.	\$ 220.32	"
37078	Heartland Paper	Janitorial Supplies	\$ 224.89	"
37079	Heiman Fire Equip.	Rescue/Firefighting-supply of foam	\$ 2,739.00	"
37080	Hillyard	Janitorial Supplies	\$ 718.92	"
37081	Howes Oil	Fuel & Oil	\$ 5,467.21	"
37082	Hungrys	Misc. Other Exp-Board Meet/Ribbon Ct	\$ 385.85	"
37083	Interstate All Battery	Comm. Maint. - Backup batteries-alert	\$ 106.80	"
37084	Johnstone Supply	Climate Control-Filters	\$ 1,074.04	"
37085	Kabel Business Solutions	Health Ins.-Airport share of empl deduct	\$ 7,076.54	"
37086	Krier & Blain	Plumbing Maint.	\$ 520.85	"
37087	Mac's	Machinery Maint.	\$ 179.04	"
37088	Maximum Promotions	Misc. Other-Airport promotional items	\$ 1,624.84	"
37089	Media One	Marketing-Facebook Mgmt-May	\$ 500.00	"
37090	Menards-Capital One	Building Maint.	\$ 167.32	"
37091	MidAmerican Energy	Natural Gas 4/21-5/22	\$ 3,039.71	"
37092	MidWest Alarm	Building Maint.-Annual alarm inspect.	\$ 1,039.17	"

Sioux Falls Regional Airport
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June 22, 2017

Check	Vendor	Description	Amount	Date
37093	Brad Nelson	Other Current-Picnic supplies	\$ 224.34	6/5/2017
37094	Sculpture Walk	Passenger Service-Sculpture lease	\$ 2,000.00	"
37095	SD Supplemental Retirement	SupplementalContr.Bauer/Lauck	\$ 130.00	"
37096	Sioux Falls Utilities	Water/Sewer 4/9-5/9	\$ 264.14	"
37097	Sherwin Williams	Paint	\$ 510.00	"
37098	Sioux Merchant Patrol	Security 5/19-6/1	\$ 6,339.36	"
37099	Standard Signs	Field Maint-runway sign	\$ 620.96	"
37100	Thompson Elec	Electrical Maint.	\$ 198.98	"
37101	Tony's Catering	Other Current-Picnic catering	\$ 779.35	"
37102	Voltaire Aviation	Air Service-June	\$ 2,500.00	"
37103	Waste Management	Sanitation -6/1-6/30	\$ 1,321.00	"
37104	Western Commercial Printing	Printing- Annual Reports	\$ 723.00	"
37105	Zep Manufacturing	Janitorial Supplies	\$ 198.99	"
37106	A-1 Septic	Other Misc - Pump Septic Tank-parking	\$ 240.00	6/12/2017
37107	American Engineering Testing	Testing Services-Runway/W.GA Apron	\$ 2,350.00	"
37108	AT&T	Telephone-Long Distance	\$ 54.55	"
37109	AT&T Teleconference	Telephone-May Board Meeting	\$ 23.92	"
37110	Century Link	Telephone-May phone service	\$ 218.75	"
37111	Office of Child Support	PPE 6/4/2017	\$ 282.92	"
37112	Dakota Contracting	West. GA Ramp Expansion-Pay App #2	\$ 430,364.71	
37113	Dakota Supply Group	Bluilding Maint. - water bottle fill	\$ 319.51	"
37114	Elston Manufacturing	Field Maint. - Pest Control	\$ 525.00	"
37115	Gander Island Consulting	Field Maint - Annual Wildlife Mitg. Trn	\$ 1,500.00	"
37116	Global Equipment Co.	Janitorial Supplies - soap dispensers	\$ 244.45	"
37117	Goldsmith/Heck Engineers	Engineering-May Projects	\$ 87,386.16	"
37118	Green 4 Ever	Building Maint- Weed Control	\$ 703.50	"
37119	Hillyard	Janitorial Supplies	\$ 1,619.11	"
37120	Johnstone Supply	Building Maint. - Belt-Baggage System	\$ 86.48	"
37121	Lacey Rentals	Other Misc. Exp. - Cab Portapotty	\$ 108.00	"
37122	Overhead Door	Building Maint. - Vehicle Door repair	\$ 127.55	"
37123	R& L Supply	Plumbing Maint.	\$ 46.80	"
37124	SD Retirement	Retirement Contrib.-May	\$ 11,911.14	"
37125	S.F. Utilities	Water/Sewer 4/9-5/9	\$ 190.76	"
37126	Soukup Const.	National Guard Dr Rehab - Pay App #2	\$ 200,499.41	"
37127	T&R Construction	Rwy 3-21 Reconst.-Phase1 - Pay App#2	\$ 1,343,399.43	"
37128	Automatic Door Group	Building Maint. - Front Door Repair	\$ 480.47	6/16/2017
37129	American Ink	Clothing - Uniform stiching	\$ 4.50	"
37130	Argus Leader	Advertisement - Customs Project	\$ 162.93	"
37131	Chief of Police	Security - May LEO Reimbursement	\$ 15,555.30	"
37132	Convergent Technologies	Other Building Maint-Security Syst	\$ 360.00	"
37133	Heartland Paper	Janitorial Supplies	\$ 203.64	"
37134	Kone	Building Main. - Escalator Restart	\$ 932.58	"
37135	Media One	Marketing - Internet/Devel/Air Serv Dev	\$ 10,755.85	
37136	P& K Pest Control	Building Maint	\$ 110.00	"

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Check	Vendor	Description	Amount	Date
37137	SD Supplemental Retirement	Bauer/Lauck PPE 6/18/17	\$ 130.00	6/16/2017
37138	SF Utilities	Water/Sewer 5/9-6/9	\$ 4,275.49	
37139	Signature Flight	Misc. Other Exp - Office Rent-CAP	\$ 250.00	"
37140	Sioux Merchant Patrol	Security 6/2-6/15	\$ 6,339.36	"
37141	TSP	Design- Customs Remodel	\$ 6,519.13	"
37142	Wegner Auto	Equipment - New Dodge 3500 Pickup	\$ 27,586.00	"
37143	Wellmark	Health Ins - July Premiums	\$ 28,577.70	"
Total for 5/19/17 - 6/16/17			\$ 2,304,957.83	
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	<i>Payroll</i>	<i>pay period ending 05/21/2017</i>	\$ 34,616.82	05/26/17
		<i>pay period ending 06/04/2017</i>	\$ 36,147.26	06/09/17
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	<i>CC- Dan Letellier</i>	<i>Misc. Other Exp. - Tree Décor</i>	\$ 320.54	
		<i>Total</i>	\$ 320.54	
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	<i>CC- Richard King</i>	<i>Fingerprinting</i>	\$ 3,000.00	
		<i>Travel-Las Vegas, Allegiant Conf.</i>	\$ 367.72	
		<i>Postage</i>	\$ 7.08	
		<i>Memberships</i>	\$ 23.00	
		<i>Total</i>	\$ 3,397.80	