

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

July 22, 2021

Member Present: Dave Nelson, Lon Stroschein, Eric Ellefson, Kent Cutler, and Dr. Blake Curd

Staff Present: Dan Letellier, Richard King, and Kristin Elgersma

Guests Present: Mark Wiederrich and Jake Braunagel– KLJ Engineers, Jared Nesje – TSP

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-** Eric Ellefson moved and Blake Curd seconded approval of the minutes of June 24, 2021. Motion carried.
2. **Bills for Approval-** Kent Cutler moved and Blake Curd 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 Eric Ellefson seconded approval of the Consent Agenda. Motion carried.
 - A. Change Order #2 with TR Contracting for additional work associated with Runway 3/21 Reconstruction. \$13,144.30 (AIP)
 - B. Change Order #1 with Double H Paving for a reduction in contract price for Taxiway Bravo Rehab – (-\$65,996.00).
 - C. Proposal to replace roof of Building #10 by H&R Roofing in the amount of \$26,723.00 (CARES Act)
 - D. Task Order with KLJ Engineers to provide Construction Admin Assistance for the waterline replacement project. \$71,592.87.
 - E. Accept FAA – Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA) Concessions Relief Grant. - \$123,440.00
 - F. Accept FAA – American Rescue Plan Act (ARPA) Grant in the amount of \$6,791,519.00
 - G. Distribute RFP for the purchase of new revenue control equipment for the public parking lots.

4. Report by Executive Director-

A. Passenger Traffic and Concession Revenue – June traffic is back to typical summer numbers. Total passengers were up 237.4% from last June and only down 5.2% vs. 2019. Total passengers topped 98,853 which was the 3rd busiest June on record. Year to Date enplanements compared to 2019 are down 22.4% but improving every month. Food/Beverage along with retail sales are also stronger than expected.

B. Construction Update –

1. Runway 3/21 – 1200 ft of the north side of the runway is complete along with the asphalt shoulders. Edge lights are being installed. North end they are working on the light structure. On the south end the gravel subbase is installed and they should start paving that in the next 3 weeks. Estimated completion date is October 8th.
2. Terminal Apron / Cargo Ramp – Contractor finished work on the passenger apron and have relocated to the east cargo ramp.
3. Concourse Remodel – Staging area near gate have has been walled-off. Waiting for wall covering material to arrive as well as gate counters. Work will begin on the family restroom. Completion date has likely slid into December.
4. Taxiway Bravo – Worked expect to begin in mid-August.

C. Job Fair Update-

The Executive Director provided the Board a brief summary of the Job Fair that the Airport hosted on July 13th with over 10 companies in attendance. The airport had over 60 open positions and received 73 job seekers through the door. The airport had a big investment in this job fair but hopes to hold them yearly going forward.

D. Parking Garage Design and Construction estimate update.

Director Letellier provided a summary and images at 30% level for design for the parking structure as well as the connecting skyway alternate. The KLJ Engineer design team also provided an updated construction cost estimate for both the building and skyway. Estimate for the garage is now \$37 million up \$2 million from the previous estimate. The skyway was originally estimated as a simple structure connecting the terminal and parking garage at \$2.2 million. Since that time the design has expanded a bit which now includes escalators increasing the cost estimate close to \$5 million.

5. Old Business –

A. No items

6. New Business –

- A. Amendment 1 to Design Agreement with KLJ Engineers for the Parking Garage As mentioned above, the estimate for the skyway has nearly doubled going from \$2.2 million to nearly \$5 million. The scope of the work has expanded to add escalators and a redesign of the front entrance to accommodate this additional equipment. The scope of design has expanded and our design team is asking for an amendment of \$196,105 which is 6.5% of the additional construction estimate. Lon Stroschein moved and Kent Cutler seconded a motion to approve the amendment to the design agreement with KLJ Engineers to increase the fee the amount of \$196,105. Motion Carried.
- B. Award Bid for Purchase of a rotary snow blower to Oshkosh Defense LLC in the amount of \$601,555.00 Bids were opened on Thursday July 15th for the purchase of a new runway snow blower. Four bids were received for equipment estimated at \$700,000. Low bid received belongs to Oshkosh Defense LLC providing the Oshkosh brand snow blower in the amount of \$601,555.00. This equipment will be funded utilizing the CARES act grant. Eric Ellefson moved and Kent Cutler seconded a motion to award the snow blower bid to Oshkosh Defense LLC in the amount of \$601,555.00. Motion carried.
- C. Award Construction Bid to American Road Maintenance for a slurry seal application for the East General Aviation Ramp in the amount of \$ 110,225.00. Bids were opened on Thursday July 15th for a project to apply a slurry seal to the east general aviation ramp. Two bids were received with American Road Maintenance providing the low bid of \$110,225.00. Engineers estimate for the project was \$132,900.00. The CARES Act grant will be utilized to fund this project. Blake Curd moved and Lon Stroschein seconded a motion to award the bid to American Road Maintenance in the amount of \$110,225.00. Motion carried.
- D. Review preliminary Capital Improvement Plan Budget for 2022-2026. Director Letellier provided an update to our Capital Improvement Plan for the years 2022-2026. Major projects slated for construction over the next two years:
- 2022 - Runway 15/33 & Taxiway Alpha Rehab
 - 2022 – Reconstruction Taxiways D&F, Remove E
 - 2022 – Construct new Maintenance Storage Building

 - 2023 – Parking Garage
 - 2023 – Skyway Connection
 - 2023 – Expand Cargo Apron – South

7. Open Segment

Kent Cutler moved to adjourn at 1:25 pm. Blake Curd seconded. Motion Carried.

Date

Secretary

Next Board Meeting: August 26, 2021 12:00 pm

Sioux Falls Regional Airport
Bills to be Approved
August 26, 2021

Check	Vendor	Description	Amount	Date
42639	Aviation Week	Memberships	\$ 137.39	7/22/2021
42640	Bargain Barn	Machine Maint - Tire Truck 7	\$ 24.95	"
42641	Border States Supply	Electrical Maint	\$ 46.00	"
42642	Century Link	Utilities - Telephone	\$ 1,108.97	"
42643	Cole Papers	Janitorial Supplies	\$ 515.69	"
42644	Concrete Materials	Field Maint - Hot Mix	\$ 280.50	"
42645	Diamond Vogel	Machine maint - Paint Gun Repair Kit	\$ 375.00	"
42646	DMI Car and Truck	QTA Maint	\$ 248.34	"
42647	Hillyard	Janitorial Supplies	\$ 1,015.63	"
42648	HubSpot	Adveritising CMS Hub Professional	\$ 3,240.00	"
42649	Hungry's	Other Current Expense	\$ 54.33	"
42651	Interstate Battery	Machine Maint - Carpet Extract Batteries	\$ 1,075.80	"
42650	Icom American	Communications Maint - Antenna	\$ 464.33	"
42652	KLJ Engineering	Engineering	\$ 208,609.87	"
42653	LG Everist	Building Maint - Rocks	\$ 649.88	"
42654	Malloy Electric	Building Maint - Jetbridge #3	\$ 64.83	"
42655	Master Blaster	QTA Maint	\$ 262.11	"
42656	Media One	Adveritising - Domains, ssl renewal	\$ 367.00	"
42657	Meineke Car	Machine Maint -	\$ 6,845.23	"
42658	Minnehaha County	Security - June LEO	\$ 18,243.49	"
42659	Oreilly	Machine Maint - Shop supplies	\$ 383.64	"
42660	Panter Premier	Office Supplies - Annual Reports	\$ 653.00	"
42661	People Ready	Temporary Labor - Weed Pullers	\$ 392.00	"
42662	Best Western	Other Current Expense - Job Fair	\$ 749.85	"
42663	Roto Rooter	Plumbing Maint - Drain	\$ 138.00	"
42664	South Dakota Public Assurance	Prepaid Insurance	\$ 579.10	"
42665	Sioux Falls Utilities	Utilities - Electric	\$ 29,339.02	"
42666	Sioux Falls Utilities	Utilities - Water / Sewer	\$ 10,890.50	"
42667	Signature Flight	Other Current Expense	\$ 257.50	"
42668	Sioux Equipment	Machine Maint - Gas Filters	\$ 135.60	"
42669	Sioux Merchant Patrol	Airport Security - July 11-17	\$ 3,767.11	"
42670	SP Plus Corp	June Parking Management Fee	\$ 51,986.27	"
42671	T&R Contracting	Terminal Apron, Cargo	\$ 95,484.84	"
42673	TSP	Concourse Remodel	\$ 1,892.80	"
42672	Trane US	Climate Control - Chillers	\$ 1,407.10	"
42674	Verizon Wireless	Utilities - Telephone	\$ 439.10	"
42675	A-1 Septic	Sewage - Tank Pumping	\$ 300.00	7/30/2021
42676	AitIT	Passenger Services - Fids and EASE Serve	\$ 19,818.79	"
42677	AT&T	Utilities - Telephone	\$ 0.83	"
42678	Bargain Barn	Tires - Mowers	\$ 358.50	"
42679	Border States Supply	Field Maint - Lighting	\$ 220.03	"
42680	Office of Child Support	PPE 07/25/2021	\$ 282.92	"
42681	Dakota Fluid Power	Machine Maint - Hoses	\$ 401.84	"
42682	Dell Business Credit	Concourse Remodel - Computers	\$ 7,923.70	"

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Check	Vender	Description	Amount	Date
42683	Diamond Vogel	Paint - Yellow Paint	\$ 904.50	"
42684	DirectTV	Passenger Services	\$ 152.99	"
42685	Dakota Supply Group	Climate Control - Rooftop units	\$ 11.10	"
42686	Fred the Fixer	Building Maint - Rekey locks, keys	\$ 610.50	"
42687	HDR Engineering	Concourse Remodel	\$ 10,698.85	"
42688	Hillyard	Janitorial Supplies	\$ 1,694.40	"
42689	Howes Oil	Fuel - QTA - Transfer Diesel	\$ 23,508.66	"
42690	Capital One	Buidling Maint - Tools	\$ 348.32	"
42691	Metlife	Emp Benefits - LTD, STD, Life, Health, Dei	\$ 4,683.38	"
42692	Midco	Passenger Services	\$ 648.00	"
42693	Northern States Supply	Small Tools - Saw	\$ 184.50	"
42694	Overhead Door	Other Building Maint - Cold Storage	\$ 204.00	"
42695	SDSRP	Supplemental Retirement	\$ 710.00	"
42696	Sioux Merchant Patrol	Airport Security 7/18-7/24	\$ 3,864.88	"
42697	The Iris Companies	Badging Supplies	\$ 407.12	"
42698	Vidtronix	Passenger Services - Boarding Pass, Bag T	\$ 273.00	"
42699	Argus Leader	Adveritsing - July bills and June Mins	\$ 314.15	8/6/2021
42700	Cole Papers	Janitorial Supplies	\$ 484.36	"
42701	Converging Tech	Lenel Cam Server Upgrade	\$ 42,571.80	"
42702	Dakota Fluid Power	Machine Maint - Hoses	\$ 281.34	"
42703	Davenport Evans	Attorney Fees	\$ 792.00	"
42704	Dex Media	Utilites - Adveritsing	\$ 268.50	"
42705	Dakota Supply Group	Building Maint	\$ 60.69	"
42706	Fastenal	Machine Maint	\$ 28.86	"
42707	FedEx	Postage	\$ 40.15	"
42708	Graybar	Electrical Maint	\$ 159.48	"
42709	Hali-Brite	Field Maint - Windssocks	\$ 441.16	"
42710	Howes Oil	Fuel Resale	\$ 5,112.00	"
42711	Health Pool of SD	Emp Benefits - Health Insurance	\$ 37,947.18	"
42712	Interstate Office Products	Office Supplies - pens, aspirin, tissues	\$ 90.23	"
42713	Master Blaster	QTA Maint	\$ 1,051.00	"
42714	MidAmerican	Utilities - Gas	\$ 3,340.15	"
42715	Mood Media	Passenger Services	\$ 75.24	"
42716	Northern States Supply	Small Tools - Saw	\$ 31.65	"
42717	Panter Premier	Office Supplies - Business Cards	\$ 117.00	"
42718	SDN Technologies	Firewall Maint - August	\$ 1,022.00	"
42719	Sioux Merchant Patrol	Security - July 25-31	\$ 3,975.68	"
42720	Stan Houston	Small Tools - Drills, batteries, saws	\$ 1,041.98	"
42721	T&R Contracting	Runway 321 Phase 3	VOID	"
42722	Time Management	Time Clocks	\$ 194.00	"
42723	Veoci	Software Subscription	\$ 6,600.00	"
42724	Volaire Aviation	Airline startup	\$ 2,666.67	"
42725	AT&T	Utilities - Telephone	\$ 69.91	8/12/2021
42726	Border States Supply	Field Maint - Loctite	\$ 271.44	"

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Check	Vendor	Description	Amount	Date
42727	Century Link	Utilities - Telephone	\$ 220.01	"
42728	Office of Child Support	PPE 08/08/2021	\$ 282.92	"
42729	Convergent Tech	Communications Maint	\$ 1,108.51	"
42730	FedEx	Postage	\$ 46.59	"
42731	G&R Controls	Climate Control - RTU	\$ 1,007.72	"
42732	Graybar	Electrical Supplies - Lamps	\$ 208.89	"
42733	Hillyard	Janitorial Supplies	\$ 135.39	"
42734	Hungry's	Other Current Expense	\$ 50.09	"
42735	JBT Aerotech	Maching Maint - Jet bridge	\$ 451.29	"
42736	Kabel Business	HRA Reimbursement checks July	\$ 1,007.84	"
42737	KLJ Engineering	AIP Projects	\$ 159,793.14	"
42738	Lift Pro	Machine Maint	\$ 74.49	"
42739	Media One	Adveritising	\$ 10,840.90	"
42740	MidAmerican Energy	Utilities - Gas	\$ 8.52	"
42741	P&K Pest Control	Building Maint, QTA Maint	\$ 165.00	"
42742	SDRS	July Retirement	\$ 24,471.36	"
42743	SDSRP	Supplemental Retirement	\$ 710.00	"
42744	Sioux Falls Electric	Electrical Maint - Water Locates	\$ 229.59	"
42745	Sioux Merchant Patrol	Airport Security 8/1-8/7	\$ 3,864.88	"
42746	T&R Contracting	Runway 321 Phase 3	\$ 1,378,704.76	"
42747	TK Elevator	Building Maint	\$ 209.37	"
42748	Waste Management	Utilities - Airport Sanitation	\$ 2,122.09	"
42749	Advertising Arts	Vehicle numbers-Field Maint.	\$ 40.00	8/18/2021
42750	Argus Leader	Meeting Minutes posting	\$ 154.28	"
42751	Century Link	Telephone	\$ 190.31	"
42752	Cole Papers	Janitorial Supplies	\$ 191.73	"
42753	Green 4 Ever	Bldg Maint-Lawn Maint.	\$ 71.89	"
42754	HDR Engineering	Design-Parking Lot Seal/SRE Bldg Design	\$ 25,391.57	"
42755	Malloy Electric	Machinery Maint.	\$ 31.61	"
42756	Oreilly	Machinery Maint.	\$ 13.11	"
42757	SDSRP	Supplemental Retirement	\$ 710.00	"
42758	Signature Flight	CAP Office Rent	\$ 257.50	"
42759	Sioux Merchant Patrol	Airport Security 8/8-8/14	\$ 3,767.12	"
42760	SP Plus Corp	July Parking Lot Mgmt	\$ 38,087.38	"
42761	Stan Houston	Machinery Maint.	\$ 29.88	"
42762	Summit Fire Protection	Bldg Maint.	\$ 76.50	"
42763	TSP, Inc	Design-Concourse Improv.	\$ 1,892.80	"
42764	Verizon Wireless	Cell Phones	\$ 459.28	"
Total for 7/22/2021 - 8/25/2021			\$ 2,286,462.51	

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Payroll

<i>pay period ending 7/25/2021</i>	\$	48,984.05	07/30/21
<i>pay period ending 08/08/2021</i>	\$	49,019.09	08/13/21



<i>CC- Dan Letellier</i>	<i>Postage</i>	\$	9.00
	<i>Travel</i>	\$	388.29
	<i>Memberships</i>	\$	640.00
	<i>Office Supplies</i>	\$	47.91
	<i>Other Current Expense</i>	\$	198.00
	<i>Fingerprinting Expense</i>	\$	1,500.00
	<i>Fuel</i>	\$	144.42
	<i>Total</i>	\$	2,927.62

CC- Richard King

	<i>Fingerprinting</i>	\$	3,000.00
	<i>Concourse Remodel</i>	\$	612.18
	<i>Other Current Expense</i>		
	<i>Machine Maint</i>	\$	89.43
	<i>Memberships</i>	\$	34.29
	<i>Total</i>	\$	3,735.90

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