

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

**June 23, 2022**

Members Present: Lon Stroschein, Eric Ellefson, Kent Cutler, Blake Curd, John Taylor.

Staff Present: Dan Letellier, Kristin Elgersma and Richard King by phone.

Guests Present: Eric Hanson – HDR Engineers, Jake Braunagel and Mark Wiederrich – KLJ Engineers, Brad Greguson – SP Plus, Elizabeth Hertz- Davenport/Evans Law Firm.

Guests Present Online: Jerry Schwientek – Kimbly Horn.

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 noon.

Chairman Stroschein welcomed new incoming Commissioner John Taylor to the Airport Authority Board.

1. **Minutes-** Eric Ellefson moved and Kent Cutler seconded a motion to approve the minutes of May 26 and the Special Session of June 9, 2022. 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. Kent Cutler moved and Eric Ellefson seconded approval of the Consent Agenda. Motion carried.
  - A. State of South Dakota Financial Assistance Agreement associated with FAA Airport Improvement Grant #3-46-0050-061-2022 in the amount of \$317,050.
4. **Report by Executive Director-**
  - A. Passenger Traffic and Concession Revenue – May traffic hit a record for the month with 53,697 departing passengers which was 22.5% above last year’s figure. Year to date passenger enplanements are 45.2% ahead of 2021 and 7.4% higher than 2019.
  - B. Construction Updates -
    - a. Concourse Remodel – Substantially complete, working on punch list items. Defective wall panel replacement has again been delayed until August until material is shipped.
    - b. Restaurant Remodel – Restaurant area scheduled to open last week of June, deli counter on the concourse is still two weeks away from completion.
    - c. PAPI install – PAPI equipment installed and flight checked. Operational as of 6/22/22.

- d. Runway 15/33 – Project has been awarded to BX Civil & Contracting with construction to begin July 11<sup>th</sup>.

## 5. Old Business –

A. Alternate Selections for the Parking Garage Project. At the June 9<sup>th</sup> Special Session, time constraints limited action on three remaining alternates for the project. Director Letellier reviewed the three alternates which included:

- Alternate #2 – Stain Ceilings of the parking garage - \$537,700.00
- Alternate #3 - Replace surface lot overhead lighting with LED fixtures - \$37,000.
- Alternate #4- Stall count/guidance system. - \$230,000.00

Letellier provide images from the recently completed Minneapolis Airport parking garage which reflected one floor with ceiling stain and another without. Mark Wiederrich with KLJ explained that with improved LED lighting, the ceiling paint would provide a cleaner image, but no physical improvements to the structure.

Eric Ellefson moved and Kent Cutler seconded a motion to reject alternate #2, stained concrete for the parking garage ceilings. – Motion Carried.

Director Letellier reviewed Alternate #3 which would replace the remaining surface lot overhead light fixtures with LED. Lighting within the parking garage and other relocated overhead lights around the garage would all be LED. He also mentioned that with the new airport sustainability plan being developed, a move to replace these fixtures would occur in the next few years.

Blake Curd moved and Eric Ellefson seconded a motion to accept alternate #2, the replacement of parking lot overhead lights with LED fixtures in the amount of \$37,000.00. Motion Carried.

Letellier gave a brief description of alternate #4 which would provide a directional lighting system on each floor to open parking positions. The bid price for this alternate was \$230,000.00. Henry Carlson Construction selected two vendors for the system. One provided by Ensign and another by Park Assist. The Ensign product utilizes six cameras on each floor to locate open stalls per row, but not per stall. The Park Assist product uses an overhead light by each stall to reflect either green for open or red for full using over 300 cameras. Letellier advised the Board that the base bid does already include stall count availability informational signs on every floor. Commissioners Curd and Cutler inquired about the dual capability of security use with the cameras and Wiederrich indicated they could, but at an additional cost. Letellier added the base bid includes security cameras on every floor, but not full coverage of every stall. Commissioner Curd commented that the Board should continue to look for ways to improve the utilization and amenities of the garage and believes this project would do so. Jerry Schwientek of Kimley/Horn advised the Board that the system could be added at a later date and that Minneapolis has only installed the system on one floor to determine the value and use before deciding to install throughout the garage.

Eric Ellefson moved and Kent Cutler seconded a motion to reject alternate #4 for the stall count system at this time, but to revisit it later in the project. Commissioners

Ellefson, Cutler, Taylor and Stroschein: Aye, Commissioner Curd: nay. Motion Carried 4-1.

- B. Discussion on cost savings measures for the parking garage. After bids were opened, the design team had discussions with the contractor on possible value engineering items that might be considered to lower the construction costs of the garage. Several items were identified, including the removal of the video walls, modification of the metal mesh, removing the decorative battens as well as the roof waterproofing. Potential savings from these items totaled over \$2.5 million. Commissioners discussed the possibility of receiving advertising dollars for the video wall to offset some of the costs. Letellier and Chairman Stroschein commented that most of these items were debated during the last few years of design which is why they were included in the base bid.

Blake Curd moved and Eric Ellefson second a motion to leave the identified items in the project. Motion Carried.

**6. New Business –**

- A. Airport Tour for Board Members Chairman Stroschein addressed the Board of the value in taking a tour of the air field and terminal facility to get a better understand of past, current and future projects along with any issues the Board should be made aware of. The Board discussed several possible dates and decided on meeting 2 hours early prior to the August 25<sup>th</sup> meeting for an airport tour.

**7. Open Segment**

None

Eric Ellefson moved and Kent Cutler seconded a motion to adjourned the meeting at 12:56 pm.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

Next Board Meeting:	July 28,2022	12:00 pm
	August 25, 2022	12:00 pm
	September 22, 2022	12:00 pm

**Sioux Falls Regional Airport**  
**Bills to be Approved**  
**July 28, 2022**

Check	Vendor	Description	Amount	Date
43932	AAAE	Memberships - Jonathon Perout	\$ 275.00	6/23/2022
43933	Century Link	Utilities - Telephone	\$ 1,105.83	"
43934	Cole Papers	Janitorial Supplies	\$ 533.78	"
43935	FedEx	Postage	\$ 101.68	"
43936	Green Eggs and Ram	Passenger Services	\$ 31.98	"
43937	Hillyard	Janitorial Supplies	\$ 1,205.96	"
43938	Interstate Batter	Machine Maint - mower 26	\$ 121.95	"
43939	Jay Tishcendorf	Consulting - Wildlife training	\$ 2,500.00	"
43940	JDS house of Tropy	Office Supplies - Name Plate Board Mem	\$ 15.00	"
43941	KLJ Engineering	Engineering - Misc Projects	\$ 139,854.38	"
43943	Macs	Small Tools - Bolts	\$ 43.21	"
43944	Master Blaster	QTA Maint	\$ 299.14	"
43945	Mead and Hunt	Master Plan	\$ 60,095.95	"
43946	Minnehaha County	Airport Security - May LEO	\$ 17,481.03	"
43947	Petty Cash/Dan Letellier	Misc small items	\$ 154.58	"
43948	RDO Equipment	Machine Maint - Mower 21	\$ 165.48	"
43949	Seal Pros	Parking Lot Pavement Maint	\$ 56,235.89	"
43950	Sioux Falls Utilities	Utilities - Electric	\$ 30,413.05	"
43951	Sioux Falls Utilities	Utilities - Water / Sewer	\$ 8,854.27	"
43952	SP Plus Parking	Parking lot Management - May	\$ 51,635.97	"
43953	Tiger Corp	Machine Maint caps	\$ 604.67	"
43954	Verizon Wirelenss	Utilities - Telephone	\$ 413.34	"
43955	Vidtronix	Passenger Services	\$ 379.00	"
43956	A-1 Septic	Sewage	\$ 150.00	7/1/2022
43957	Automatic Buidling	Building Maint - Alarm Tests	\$ 395.92	"
43958	AirIT	Passenger Services	\$ 969.93	"
43959	Argus Leader	Adveritising - Board Mins, Bills	\$ 242.10	"
43960	AT&T	Utilities - Telephone	\$ 89.82	"
43961	Border Stats Electric	Electrical Supplies	\$ 328.34	"
43962	Office of Child Support	PPE 06/26/2022	\$ 282.92	"
43963	Cole Papers	Janitorial Supplies	\$ 140.94	"
43964	Convergint Tech	Checkpoint Access Control Coverage	\$ 3,671.79	"
43965	Davenport Evans	Attorney Fees	\$ 1,334.23	"
43966	Dex Media	Adversiting	\$ 268.50	"
43967	Direct TV	Passenger Services	\$ 157.99	"
43968	Dockendorf Equipment	Machine Maint - Gasboy System	\$ 1,131.49	"
43969	Grainger	Small Tools - Gloves	\$ 19.21	"
43970	Green Eggs and Ram	Office Equipment - Network Diskstation	\$ 749.99	"
43971	Hillyard	Janitorial Supplies	\$ 776.73	"
43972	Health Pool D	Emp Benefits - July Health Insurance	\$ 45,294.97	"
43973	Interstate Batter	Communications Maint - Radio Battery	\$ 194.40	"
43974	Jim Bork	Office Supplies - Checks	\$ 164.00	"
43975	Kibble Equipment	Machine Maint - Mower 20	\$ 10,344.31	"
43976	Krier and blain	Plumbing Maint - Vent Piping	\$ 858.66	"

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Check	Vendor	Description	Amount	Date
43977	Capital One	Building Maint - Misc Supplies	\$ 656.60	"
43978	MetLife	Emp Benefits- STD, LTD, ADD, LIFE, DENT	\$ 5,128.94	"
43979	MidAmerican Energy	Utilities - Natural Gas	\$ 3,439.77	"
43980	Mood Media	Passenger Services	\$ 78.76	"
43981	R&L Supply	Plumbing Supplies	\$ 310.81	"
43982	RDO Equipment	Machine Maint - Mower 21	\$ 93.76	"
43983	Record USA	Exit Lanes - Annual Contract	\$ 9,700.00	"
43984	SDSRP	Supplemental Retirement	\$ 580.00	"
43985	Sioux Merchant Patrol	Airport Security 6/12-6/25	\$ 12,360.08	"
43986	Argus Leader	Advertising - May 26 Bills	\$ 107.97	7/8/2022
43987	AutoBody Specialties	Machine Maint #19	\$ 27.70	"
43988	Batteries Plus	Machine Maint - Batteries	\$ 435.65	"
43989	Cole Papers	Janitorial Supplies	\$ 376.54	"
43990	Converging Tech	Alarm Monitoring / Card Reader	\$ 590.00	"
43991	FedEx	Postage	\$ 83.59	"
43992	Howes Oil	Fuel Diesel Resale / QTA Fuel	\$ 56,617.65	"
43993	Interstate Batter	Machine Maint - Generator Batteries	\$ 491.90	"
43994	Karls	Passenger Services	\$ 96.00	"
43995	Oreilly	Crash 12 Freon	\$ 32.97	"
43996	Oshkosh Airport	Crash 12 Valve	\$ 50.47	"
43997	R&L Supply	Plumbing Supplies	\$ 114.07	"
43998	School Bus Inc	Other Current Expense - Training	\$ 567.96	"
43999	SDN	Passenger Service, Fire Wall, Booth	\$ 16,842.35	"
44000	SDRS	Emp Benefits - June Retirement	\$ 16,891.22	"
44001	Sioux Falls Utilities	Sewage - Deice Pit	\$ 7,009.73	"
44002	Sioux Empire United Way	united Way Donation	\$ 260.00	"
44003	Time Management	July Time keeping	\$ 223.00	"
44004	Volaire Aviation	Airline Startup	\$ 3,500.00	"
44005	Waste Management	Sanitation - Shop Dumpster	\$ 469.58	"
44006	A-1 Septic	Sewage - Holding Tank	\$ 300.00	7/14/2022
44007	Argus Leader	Advertising - Minutes / Bills	\$ 237.71	:
44008	Century Link	Utilities - Telephone	\$ 220.07	"
44009	Office of Child Support	PPE 07/10/2022	\$ 282.92	"
44010	Cole Papers	Janitorial Supplies	\$ 124.97	"
44011	Knife River	Field Maint - Patch work	\$ 329.00	"
44012	Great Lakes Chaper	Memberships - Richard King	\$ 435.00	"
44013	Green Eggs and Ram	Office Equipment - 2 Laptops	\$ 1,912.99	"
44014	Henry Carlson Construction	Parking Garage	\$ 837,629.94	"
44015	Hillyard	Janitorial Supplies	\$ 2,282.16	"
44016	Kabel Business	Emp Benefits - June HRA Checks	\$ 2,722.67	"
44017	Kibble Equipment	Maint - Mower 21 and Filters	\$ 1,159.80	"
44018	KLJ Engineering	Engineering - Misc Projects	\$ 82,776.71	"
44019	Lions Club	Memberships - Dan Letellier	\$ 70.00	"
44020	SDRSP	Supplemental Retirement	\$ 580.00	"

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44021	Signature Flight	Other Current Expense - Rent	\$ 257.50	"
44022	Sioux Merchant Patrol	Airport Security 06/26-07/09	\$ 12,250.88	"
44023	Tessman Seed Company	Building Maint - Mulch	\$ 2,098.00	"
44024	TSP Inc	Concourse Remodel	\$ 375.00	"
44025	Waste Management	Airport Sanitation	\$ 3,397.72	"
44026	AT&T	Utilities - Telephone	\$ 58.70	7/21/2022
44027	Bargain Barn	Tires - Building Mower	\$ 52.00	"
44028	Brock White	Field Maint - Patch work	\$ 99.25	"
44029	Builders Supply	Building Maint - Gate 1 closer	\$ 451.50	"
44030	Cole Papers	Janitorial Supplies	\$ 198.46	"
44031	Construction Products	Field Maint - Epoxy	\$ 118.00	"
44032	Converging Tech	Jetbridge Card Readers	\$ 1,621.56	"
44033	Dockendorf Equipment	QTA Maint	\$ 325.00	"
44034	Hillyard	Janitorial Supplies	\$ 1,107.46	"
44035	HubSpot	Memberships - 2022-2023	\$ 3,240.00	"
44036	Interstate Battery	Communications Maint - Radio Battery	\$ 103.50	"
44037	JBT Aerotech	Jetbridge	\$ 447,761.70	"
44038	Woltman Group	Accounting - Bank Recs	\$ 260.00	"
44039	Master Blaster	QTA Maint	\$ 1,378.89	"
44040	Mead and Hunt	Terminal Study and Master Plan	\$ 63,939.54	"
44041	Vollan Oil	QTA Fuel	\$ 27,392.28	"
44042	Minnehaha County	Aiport Security - June LEO	\$ 16,635.44	"
44043	Sioux Falls Utilities	Utilities - Electric	\$ 30,384.17	"
44044	Sioux Falls Utilities	Utilities - Water / Sewer	\$ 12,069.15	"
44045	Sioux Merchant Patrol	Airport Security 07/10-07/16	\$ 5,930.93	"
44046	Standard Parking	Parking Management - June Fee	\$ 48,101.83	"
44047	Verizon Wirelenss	Utilities - Telephone	\$ 474.81	"
44048	WhipAround	Memberships - 06/28-09/28	\$ 1,200.00	"
<b>Total for 06/23/2022 - 07/27/2022</b>			<b><u>\$ 2,189,571.66</u></b>	

<i>Payroll</i>	<i>pay period ending 06/26/2022</i>	\$ 53,610.40	7/1/2022
	<i>Pay Period ending 07/10/2022</i>	\$ 53,915.79	07/15/22

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 CC- Dan Letellier	Postage	\$	5.28	
	Employment Advertising			
	Janitorial	\$	50.23	
	Machine Maint			
	Membership			
	Other Current Expense	\$	459.70	
	Travel	\$	2,452.90	
	Fuel	\$	145.59	
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	Total	\$	3,113.70	

CC- Richard King	Fingerprinting	\$	1,500.00	
	QTA Maint	\$	109.22	
	Access Control System			
	Passenger Services	\$	113.90	
	Office Supplies	\$	59.61	
	Field Maint	\$	356.85	
	Travel			
	Memberships	\$	686.85	
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	Total	\$	2,826.43	