

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

February 28, 2019

Members Present: Mike Luce, Raquel Blount, Dave Nelson

Members Present Via Phone: Julie Schnaible.

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

Guests Present: Mark Wiederrich- KLJ Engineers, Elizabeth Hurtz-Davenport/Evans Law Firm. Lance Niewenhuis and Jake Erpenbach - SD Air National Guard, Ron Boutch – Threshold Ventures, Trisha Meyer - TSA.

Ayes and nays were taken on all motions and all motions were passed unanimously unless otherwise noted.

Chairman Luce called the meeting to order at 12:02 pm.

1. **Minutes-** Dave Nelson moved and Raquel Blount seconded approval of the minutes of January 24th. Motion carried.
2. **Bills for Approval-** Raquel Blount moved and Dave Nelson 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. Task Order#64 with KLJ Engineers to design numerous asphalt repair projects. - \$42,898.49
 - B. Advertise for bids to construct Pet Relief Area on the concourse.
 - C. Advertise for bids to purchase new Rotary Broom for snow removal.
 - D. Purchase of 2018 pick-up to replace 2001 Ford F150 pick-up used by Building Maint. - \$27,983.00
 - E. Lease Agreement with Nathan Williams for airport T-Hangar #T2-15.
 - F. Travel for two managers to attend the SD Airports Conference in Watertown, March 27-28.
 - G. Travel for Executive Director to attend the Volaire Aviation Air Service Conference – Tucson – April 24-26.
4. **Report by Executive Director-**
 - A. Passenger Enplanements & Concession Revenue - 2019 – January enplanements increased 5.4% with total traffic up 6.2%. Enplanements for January totaled 44,108 which set a record for the month. Available seats were also up 9% vs. 2018. All concession revenue sources saw an increase in January.
 - B. Construction Update-

Baggage Claim Expansion: Over the last few weeks the second half of the exterior expansion precast walls and roof have been installed. They are hoping to pour concrete to finish up the flooring in the new expansion as well

as working on the interior of carousel 3. A little delay has been working through how to raise a water and heat line that will cut off heat to baggage claim for 5 days.

- C. FAA Reimbursable Agreement – Deicing Apron – Director Letellier provided an explanation of this in New Business.

5. Old Business – No Items

6. New Business

- A. SD DOT Agency Agreement. The State of South Dakota, Department of Transportation is requiring airports that receive Federal Funding (AIP Grants) approve an agency agreement which stipulates that all FAA funding for airports is transferred to the State and then distributed to the airport. This pass through agreement/process has been in place for many years; however they want to formally document this process with all airports receiving federal funding in SD. Dave Nelson moved and Raquel Blount seconded a motion approve the agency agreement for all FAA funding. Motion carried.
- B. Request by SD Air National Guard to extend land lease agreement-munitions bay. Director Letellier was approached by the SDANG about extending the land lease we have with them for the munitions area which expires in 2036 to 2055 which would match the master land lease agreement for the parcel the base sits on. Major Niewenhuis with the SD ANG spoke on behalf of them stating any future construction projects they must have a lease in place that is over 20 years from the present date, they do not currently have any construction projects in the works but want to be sure no hold ups happen in the future.

Raquel Blount moved and Dave Nelson seconded a motion to extend the Air National Guard munition lease to 2055. Motion Carried.

- C. Discussion and request for approval of Reimbursable Agreement with FAA to review impacts on FAA cables for planned Deicing Pad. - \$99,896.00 (AIP Funded). The summer of 2019 we are looking at constructing a deicing pad on Airport grounds. The location of the project has cables running under that are owned by the FAA in order to be sure the project does not obstruct these lines the FAA agreed to have a group look at the plans within a few months instead of the usual 8 months they require for \$99,896.00. Raquel Blount moved and Dave Nelson seconded a motion to approve the agreement with the FAA in the amount of \$99,896. Motion Carried
- D. Discussion on Capital Improvement Plan modifications for 2019-2022. Director Letellier gave 3 different options on how the Deicing/Ron apron project this summer could go funding wise. It was recommended to use \$4.8 million in AIP funding to construction the RON portion of the apron and some of the components of the deicing pad and the actual deice pad would be completed in 2020 using our AIP entitlement dollars for that year. The board made the choice to defer the decision until the April Board meeting when they have actual costs in hand.

7. **Open Segment**- Ron Bouch with Threshold Ventures asked what constitutes airport closure in the winter months.

Dave Nelson moved to adjourn at 1:24 pm. Julie Schnaible seconded. Motion Carried.

Date

Secretary

Next Board Meeting: March 28, 2019 12:00 pm