

**MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS**  
**Rapid City, South Dakota**  
**Tuesday February 13, 2018**

**ROLL CALL AND DETERMINATION OF QUORUM**

MEMBERS PRESENT: William Eldridge, Vice President; Michelle Thomson, Secretary; Ron Johnsen, Member; and Darren Haar, Member

MEMBERS ABSENT: Shawn Gab, President

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Matt Whitelock, Airport Deputy Director; Toni Broom, Airport Finance and Administration; Doug Curry, Airport Facilities and Maintenance; Wade Nyberg, City Attorney; Amanda Scott, Council Liaison; Miranda Maleki, Westjet; John Arneson, Westjet; Rod Senn, KLJ; Anna Raue, Mt Rushmore Memories; Brook Stromer, Stromers Storage; Ashley Ilvonen, Alliance (by phone); Greg Maxam, Alliance (by phone) and Lindsey Martin, Airport Administration

**ADOPTION OF AGENDA**

Motion to approve agenda as presented made by Thomson, second by Johnsen, motion carried.

**APPROVE MINUTES**

1) AP021318-01 January 23, 2018 – Motion to approve minutes as presented made by Haar, second by Johnsen, motion carried.

**GENERAL PUBLIC COMMENT**

No Items Presented

**FINANCIAL ITEMS REQUIRING BOARD ACTION**

2) AP021318-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Thomson, second by Johnsen, motion carried.

3) AP021318-03 Resolution Writing off Uncollectable Accounts Receivable Account – Motion to approve resolution as presented made by Johnsen, second by Thomson, motion carried.

**ITEMS REQUIRING BOARD ACTION**

4) AP021318-04 2017 Terminal Study Alternative Selection – Johnsen made a motion to approve Option B, no second received, motion failed. Haar made an alternate motion to approve Option A, second by Thomson, members in favor: Haar, Thomson, Eldridge; members opposed: Johnsen; motion carried.

5) AP021318-05 KLJ Task Order 2018-2 Terminal Building Baggage Handling System Inbound Claim Device No. 1 Replacement – Motion to approve task order in an amount not to exceed \$86,843.99 made by Haar, second by Thomson, motion carried.

6) AP021318-06 KLJ Task Order 2018-3 Wayfinding Signage and Terminal Bar Renovation – Motion to approve task order as presented in an amount not to exceed \$25,500.00 made by Johnsen, second by Haar, motion carried.

7) AP021318-07 Bid Results – Skid Steer with Implements – Motion to approve purchase through NJPA Contract #042815-CEC in the amount of \$60,428.05 made by Johnsen, second by Thomson, motion carried.

8) AP021318-08 Advertising Authority Current Model Year Pickup – Motion to authorize staff to advertise for bid a current model year pickup made by Haar, second by Thomson, motion carried.

**DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF**

- 9) AP021318-10 2017 Year End Financial Working Papers – Broom reviewed year end 2017 financials.
- 10) 2019 Airport Budget Working Session Date – Eldridge and Haar volunteered to work on a subcommittee to review the 2019 budget.
- 11) Director's Report – Dame stated the airline lease agreement discussions are going well with the carriers.

**OTHER BUSINESS**

- 12) Motion to enter into Executive Session at 11:03 am for the purposes permitted by SDCL 1-25-2, Subpart 1, 3 and 4 made by Thomson, second by Johnsen, motion carried.  
Motion to come out of Executive Session at 11:24 am with no action taken during executive session made by Johnsen, second by Haar, motion carried.
- 13) Direction to Staff – Eldridge requested City Attorney proceed as outlined in executive session.

**ADJOURNMENT**

At 11:25 pm, Thomson made a motion to adjourn, second by Johnsen, motion carried.

Respectfully submitted,

Michelle Thomson  
Secretary