MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday September 8, 2020

ROLL CALL AND DETERMINATION OF QUORUM
MEMBERS PRESENT: Darren Haar, President; Rod Pettigrew, Vice President; Shawn Gab, Secretary; and Michelle Thomson, Member

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Toni Broom, Airport Finance and Administration; Chris Deitz, Airport Operations; Lindsey Martin, Airport Administration; Lance Lehmann, Council Liaison; Rod Senn, KLJ; and Brook Stromer

OTHERS PRESENT BY PHONE: Joel Landeen, City Attorney; Carla Cushman, Assistant City Attorney; Miranda Maleki, Westjet; Teresa Farnsworth, Black Hills Life Flight; Dr. Robert Allen; Siandhara Bonnet; and two others that were not named

ADOPTION OF AGENDA
Motion to approve agenda as presented made by Thomson, second by Pettigrew, motion carried.

APPROVE MINUTES
1) AP090820-01 August 11, 2020 – Motion to approve minutes as presented made by Pettigrew, second by Thomson, motion carried.

GENERAL PUBLIC COMMENT
No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION
2) AP090820-02 Bill List – Broom highlighted items greater than $5,000.00. Motion to approve bill list as presented made by Gab, second by Pettigrew, motion carried.

CONSENT ITEMS
Haar requested the removal of item 5) Approve Award of bid for 2020 Pavement Maintenance, Project No. 20-5296/AIP 54 CARES, to Quinn Construction, Inc., in the amount of the total bid of $1,348,735.00, contingent upon acceptance of Change Order 1 for a reduction of $426,010.00, to a revised contract cost of $922,725.00; and to approve Change Order 1 in the amount of ($426,010.00)

Motion to approve consent items 3, 4, 6, 7 and 8 made by Pettigrew, second by Thomson, motion carried.
3) AP090820-03 Acknowledge 2019 PFC Audit Report from Ketel Thorstenson, LLP
4) AP090820-04 Authorize Staff to Issue a Request for Qualifications for Architectural, Engineering and Planning Consultant Services
6) AP090820-06 Approve Pledge and Acceptance Agreement Between First Interstate Bank, Westjet Air Center, Inc. and the Rapid City Regional Airport Board
7) AP090820-07 Approve Supplemental Lease Agreement #1 between the US Department of Agriculture Forest Service to extend the term for 10 years with an annual payment of $2,100.00 per year
8) AP090820-08 Approve Black Hills Life Flight Self-Fueling Permit Application and the Variance of Airport Rules and Regulations Section 6.5.1. for indoor storage of the fueling vessel, and the Variance of Minimum Standards for the 50 gallon vessel, for a two-year period beginning October 1, 2020 through December 31, 2022
Motion to approve item 5) AP090820-05 Award of bid for 2020 Pavement Maintenance, Project No. 20-5296/AIP 54 CARES, to Quinn Construction, Inc., in the amount of the total bid of $1,348,735.00, contingent upon acceptance of Change Order 1 for a reduction of $426,010.00, to a revised contract cost of $922,725.00; and to approve Change Order 1 in the amount of ($426,010.00) made by Thomson, second by Gab, motion carried.

ITEMS REQUIRING BOARD ACTION

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

9) Director’s Report – Dame mentioned the public hearing for the Sanitary Sewer Replacement Project will be held Tuesday, September 15, 2020, at the Rushmore Plaza Civic Center. The public hearing will be from 5:30 pm to 7:00 pm, with a formal presentation at 6:00 pm. Staff is awaiting the August airline and concessionaire numbers. Revenues are down $1.255 million through July, year over year. Passenger numbers appear to be down approximately 50% but are still higher than the national average. Dame stated former Airport Executive Director Mason Short passed away last month. He will be missed. Gab requested a status update on the hangar committee formation discussed at the July 14, 2020, Board meeting. Dame stated he has a list of names for the committee and will schedule a kick off meeting and assign duties. A review to the minimum standards is also planned.

ADJOURNMENT

At 9:29 am, Pettigrew made a motion to adjourn, second by Thomson, motion carried.

Respectfully submitted,

Shawn Gab
Board Secretary