

**MINUTES  
RAPID CITY REGIONAL AIRPORT BOARD  
MONDAY, MARCH 8, 2004, 9:00 AM  
AIRPORT CONFERENCE ROOM**

**MEMBERS PRESENT:** Jerry Mitchell, President; Bert Corwin, Vice President; Craig Uhre, Secretary; Jerry Shoener

**MEMBERS ABSENT:** Jerry Brown

**OTHERS PRESENT:** Jerry Mitchell, Interim Airport Executive Director; Ken Simmons, Airport Operations Officer; Alan Hanks, Airport Board Liaison; Jason Green, City Attorney; Rodd Senn, Kadrmas, Lee & Jackson, Dick McConnell, Steven Ward, Alliance of Architects and Engineers, Craig Chilson, ARFF; Peter Jensen, TSA, Jim Anderson, Hospitality Systems, Inc.; J.P. Duniphan, Airport Services; Andy Kuipers, Avis; Ryan Junek, Thrifty; and Wanda Peacock, Administrative Assistant

Jerry Mitchell, President; called the regular meeting of the Airport Board to order at 9:00 A.M.

**AGENDA REVIEW AND APPROVAL**

It was moved by Mr. Corwin and seconded by Mr. Shoener to approve the Agenda of the March 8, 2004, Airport Board meeting as amended. Motion carried.

**APPROVAL OF MINUTES**

It was moved by Mr. Shoener and seconded by Mr. Corwin to approve the Minutes of the February 9, 2004 Regular Airport Board Meeting as presented. Motion carried.

It was moved by Mr. Corwin and seconded by Mr. Uhre to approve the Minutes of the February 25, 2004 Special Airport Board Meeting as presented. Motion carried.

**APPROVAL OF BILL LIST**

It was moved by Mr. Uhre and seconded by Mr. Shoener to approve the Operations and Capital Improvements Bill List as presented. Motion carried.

**SABRE AGREEMENT – AIR SERVICE CONSULTANT**

It was moved by Mr. Shoener and seconded by Mr. Corwin to approve the Sabre Agreement – Air Services Consultant in an amount not to exceed \$10,000.00 as presented. Motion carried.

**ARFF FIREFIGHTING TRAINING – TRAVEL REQUEST**

It was moved by Mr. Uhre and seconded by Mr. Corwin to approve the Request for Travel for Aircraft Rescue & Firefighting Training for Lieutenant Chilson and Firefighter Lindsley to attend the Rocky Mountain Emergency Services Training Center in Helena, Mt on April 14 & 15, 2004 in an approximate amount of \$2,164.00 of which \$864.00 will be picked up by Rapid City Regional Airport as presented. Motion carried.

**SKYCAP CONTRACT RENEWAL**

It was moved by Mr. Corwin and seconded by Mr. Shoener to approve the Contract Renewal Request from Skycap Archie Bauer for the term of July 1, 2003 – June 30, 2004 as recommended and presented. Motion carried.

**TRAVEL REQUEST – AAAE ANNUAL CONFERENCE, JUNE 21-24, 2004**

It was moved by Mr. Corwin and seconded by Mr. Uhre to approve the Request for Travel for the Airport Operations Officer and two additional staff to attend the AAAE Annual Conference in Las Vegas, NV on June 21-24, 2004 in an approximate of \$6,600.00 as recommended and presented. Motion carried.

**NOTICE OF AWARD TO SECO CONSTRUCTION FOR TSA LOUNGE & STAIRWAY PROJECT**

It was moved by Mr. Uhre and seconded by Mr. Shoener to approve the Contract Award to SECO Construction, the sole bidder for TSA Lounge & Stairway Project in the amount of \$203,500 for base bid and Alternate #1. A Base Bid of \$189,500, Alternate #1 Unit Heaters for \$14,000.00 and alternate #2 Move Wall 2' (if required for \$4,700.00 making a Bid total of \$208,200.00, as recommended by Airport staff. Motion carried.

**GENERAL AGREEMENT AND RELEASE FROM LIABILITY – RAP AIRPORT'S FIRE APPARATUS**

It was moved by and seconded by to approve the General Agreement and Release from Liability for Use of Rapid City Regional Airport's Fire Apparatus with the Pierre Regional Airport as recommended. Motion carried.

**AIP PROJECT UPDATE**

Ken Simmons, Airport Operations Officer briefed the Airport Board on the AIP Project Update.

**TEMPORARY SEASONAL EMPLOYEES**

Alan Hanks discussed the Temporary Seasonal Employees issue and reported that in discussion with the Mayor and Council it was agreed upon that Jerry Mitchell, Voluntary Interim Airport Executive Director be compensated for his duties at the Airport.

**OTHER**

Jerry Shoener, Airport Board Member requested a budget variance report on a quarterly basis be presented to the Airport Board.

**EXECUTIVE SESSION**

It was moved by Mr. Corwin and seconded by Mr. Shoener to go into Executive Session at 9:30 AM to discuss a personnel matter. Motion carried.

It was moved by Mr. Shoener and seconded by Mr. Uhre to come out of Executive Session at 10:08 AM. Motion carried.

**ADJOURNMENT**

It was moved by Mr. Shoener and seconded by Mr. Uhre to adjourn the Regular Meeting of March 8, 2004 at 10:10 A.M. Motion carried.

Respectfully Submitted,

Craig Uhre  
Secretary

:wlp