

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS

MINUTES OF OCTOBER 18, 2016 BOARD MEETING

Agenda Item 1 – Call to Order

Chairman Foster called the October 18, 2016, meeting to order.

Agenda Item 2 – Pledge of Allegiance and Moment of Silence

The Pledge of Allegiance recited and a moment of silence observed.

Agenda Item 3 – Roll Call

Upon roll call, the following commissioners were present: Tom Day, Chuck Devens, Steve Foster, Bill Ingram and David Kietzmann. Airport Manager Mike Potter, Office manager Suzie Salonen, and FBO manager Mike Vadeboncoeur were also present.

Agenda Item 4 – Audience Comments

Mr. Foster welcomed Christina Hardwick from Beamsco.

Agenda Item 5 – Adoption or Amendment of Agenda

Motion by Mr. Kietzmann to adopt the agenda, seconded by Mr. Devens. All answered in favor, motion passed by acclamation.

Agenda Item 6 - Approval of Minutes, September 20, 2016

Under Agenda Item 7 – It should be \$240.00 a year for hosting, not a month as written. Under Agenda Item 9 – It should be the VFW showed an interest in the aircraft on Main St., not wants the aircraft. Motion by Mr. Devens to approve the minutes as amended, seconded by Mr. Kietzmann. Motion passed by acclamation.

Agenda Item 7 – Chairman’s Comments

None

Agenda Item 8 – Commissioner Reports

- a) Finance – Mr. Devens reviewed the payables and the one-time expenses for the month. Motion by Mr. Devens to approve the payables for the month, motion seconded by Mr. Ingram. Upon voice vote, 5 yes, motion carried.
- b) Buildings & Contents – Brief discussion ensued regarding maintenance of buildings. Mr. Day noted it all looked good.
- c) Grounds & Equipment – Brief discussion ensued regarding the recent flooding of the basement in the Terminal/Cloud 9 and the most efficient way to manage it. Mr. Ingram noted a sump pump was not the answer, and the ditch does need cleaned out down to Poland Rd and Bowman. He will continue to look into the issue.
- d) Industrial Development – Mr. Kietzmann deferred to Mr. Foster. Mr. Foster outlined his discussions recently in Galena and with our engineers, CM&T, regarding our industrial development plan. CM&T recommended amending our current plan to save

money. Mr. Foster said we will need the available acreage to be developed. Brief discussion ensued.

Agenda Item 9 – Manager’s Report

Mr. Potter reviewed the last months’ activities for the commissioners. Points of interest were upgrading the pole barn hanger with the new concrete floors, installation of the new hanger doors; switched to red diesel fuel; made changes in dumpster sizes and pick up dates, which will lower our bill. Mr. Potter noted that the Open House weekend went very well, but Saturday’s scheduled flights were delayed due to weather. He thanked Mr. Jim Wells for providing the mixer for the fly-in breakfast. Brief discussion ensued. Motion by Mr. Devens to accept the manager’s report, seconded by Mr. Kietzmann. Motion passed by acclamation.

Agenda Item 10 – Office Manager’s Report – Update on Annual Electricity Contract/Pricing

Ms. Salonen noted that all is well with the receivables for the most part. She noted that the current contract with Exelon is due to expire in December and had the electricity price discovery outline provided by APPI/Vermilion Advantage for a variety of carriers, including our current provider, Exelon, at the lowest price. Brief discussion ensued. Motion by Mr. Devens to approve a 36 month agreement with Exelon, seconded by Mr. Ingram. Upon voice vote, 5 yes, motion carried.

Agenda Item 11 – IT and Web Site Update

Mr. Foster gave a brief history of the company, Beamsco, noting he once owned it but has sold it to Christine Hardwick. He is an outside consultant working on commission. He stated he will volunteer his time if or when it comes to working with the airport manager. The board reviewed the proposal submitted and discussion ensued.

Mr. Potter noted that our current web site was not that informative with current links to aviation needs, hanger availability, weather, events, and the like. He said an upgrade is definitely needed. He said once the site is done, we can keep it updated as changes take place. Brief discussion ensued. Motion by Mr. Day to approve the proposal by Beamsco, seconded by Mr. Ingram. Upon voice vote, 4 yes, Mr. Foster abstained. Motion carried.

Agenda Item 12 – FBO Status Report

Mr. Vadeboncoeur reviewed his report and discussed fuel sales for the month. Fuel trucks are fixed and up and running after some maintenance last month. He had been talking with Mr. Potter about upgrading the lights at the FBO through Ameren Act On Energy program. He said he could get estimates and run it through his business if the board felt it was a worthwhile project. Brief discussion ensued. The consensus of the board was for him to bring back information on the program.

Agenda Item 13 – 2017 VRAA Meeting Schedule

Mr. Foster asked the commissioners for a consensus for evening meetings. Brief discussions ensued. It was noted that Thursday may be the best evening if the meetings were moved. Mr. Foster asked that this be placed on next months' agenda.

Agenda Item 15 – Concerns and/or Comments from Commissioners

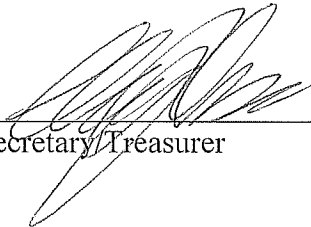
Mr. Ingram noted that he had left the tower door open and a lot of people went in and we don't want that unless the airport oversees its operations. He also noted that we may *have* a source for lights, ballasts etc, if needed for the tower. General discussions ensued.

Agenda Item 14 – Executive Session (if needed)

- a) Pursuant to Open Meetings Act 5ILCS 120/2 (c) (6): The setting of a price for sale or lease of property owned by the public body.....
- b) Pursuant to Open Meetings Act 5ILCS 120/2 (c) (11): Litigation.....
- c) Pursuant to Open Meetings Act 5ILCS 120/2 (c) (1): Appointment, employments compensation, discipline, performance, or dismissal of a specific employees of the public body.....

There was no need for executive sessions.

Agenda Item 15 – Adjournment There being no further business to discuss, the meeting adjourned. All answered in favor, motion passed by acclamation.



Secretary/Treasurer

2014

Amended minutes Oct ~~2015~~ meeting:

Mr Foster also donated his commission to reduce the website build cost's net quote.