

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS

MINUTES OF JULY 18, 2017 BOARD MEETING

Agenda Item 1 – Call to Order

Chairman Foster called the July 18, 2017, 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, Steve Foster, Bill Ingram, and David Kietzmann. Jonathan Myers was absent. Airport Manager Mike Potter, Office manager Suzie Salonen, and FBO manager Mike Vadeboncoeur were present.

Agenda Item 4 – Audience Comments

None

Agenda Item 5 – Adoption or Amendment of Agenda

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

Agenda Item 6 - Approval of Minutes, June 20, 2017

Motion by Mr. Kietzmann to approve the minutes as written, seconded by Mr. Day. Motion passed by acclamation.

Agenda Item 7 – Chairman’s Comments

Mr. Foster noted several people in the audience who will address the board later in the meeting. The B.O.V. committee members Pat O’Shaughnessy, Jim Anderson, and Doug Ahrens; Jerry Davis, Attorney at Law regarding airport counsel. Mr. Foster recognized Mr. Wes Biertz, County Board member.

Agenda Item 8 – Commissioner Reports

- a) Finance – Mr. Kietzmann reviewed the payables and financial report for the month. Motion by Mr. Kietzmann to approve the financials and pay the bills, seconded by Mr. Ingram. Upon voice vote, 4 yes, 1 absent, motion carried.
- b) Building & Contents – Mr. Day commented on the B.O.V. event here last weekend. He noted the grounds looked good and the crew did an excellent job. He said as a board they should give the crew a job well done. He said he was here all weekend and noticed the crew had a presence on the property. Brief discussion ensued.
- c) Grounds & Equipment – Mr. Ingram said he made mention to various pilots in the area of this meeting this morning and invited them. He didn’t hear any negative comments and noted that the airport is in the best shape from the last 10 years.

Discussion ensued regarding Aqua IL water line project here. Discussed the possibility of extending the water lines to hanger and tower areas while the equipment is still on the property. No action taken.

d) Industrial Development – Mr. Foster stated the purpose of the update was to share information on the airport that he obtained from Vermilion Advantages website. He provided copies of the Vermilion Regional Airport Business Park, complete with several different type of maps; Airport Site Wetlands, Vermilion County GIS Parcel Mapping, the Airport Business Development Park, 170 acres and Danville NE Quadrangle IL/IN. Mr. Foster stated they would need permission from Mrs. Haugen to access this link on our website, which is forthcoming. He noted a letter to prospective business people with this packet of information as well as detailed information on the Beltline and pertinent information may be something to consider. Mr. Foster noted there is approximately 177.5 acres available. Discussion ensued on the layout of property on the various maps. No action taken. He thanked Vermilion Advantage with their help on this and assisting with sending out letters in the future to prospective buyers.

e) Special Events – Mr. Potter stated the balloon event was a great success again this year. There were minimal complaints, and with a huge crowd like we had, it was all handled as quick as possible. He noted the B.O.V. did a great job in prepping for the event, and cleaning up the grounds, etc. Mr. Potter said this is the middle of Ag season and the planes were out and it all worked out well. Brief discussion ensued on possible set up changes for next year with the vendor areas and more seating for eating areas.

Mr. O’Shaughnessy, Mr. Anderson and Mr. Ahrens briefly addressed the board regarding the event, beginning with a thank you to the board for letting them use “our sandbox” for the weekend. Mr. O’Shaughnessy said they did some different marketing strategies this year and reached out not only in the community or the county, but in the regional as well and that there were vendors from all over the place. He said they will do some things different next year with the vendor area and maybe some other things too but all- in- all, everything worked well. The weather was fantastic and he said the cooling tents this year really worked great. He said there were minimal incidents, one fight in Bat Man Bounce House between parents, and the ambulance had to take one person to the hospital for heat issues. Mr. Anderson commented as well on the success of the event, and noted how impressive the airport entrance looked with the American flags that laced the driveways. He said they had 600 volunteers this year who did a great job as well. Mr. Ahrens thanked Mr. Potter and the airport crew for their work and cooperation to make the event successful. Brief Discussion continued. Mr. Foster thanked the committee and the City of Danville for their support and employee’s involvement with the event.

Agenda Item 9 – Manager’s Report, possible action items

Mr. Potter reviewed his report for the commissioners. Highlighted items included – City working on the ditch in front of the airport cleaning out 2 drains and replacing broken bulkhead walls with rip rap; estimate to move 178 feet of fence is \$12,000.00 plus so he put this on the list of things to do in-house; asphalt pavement project beginning July 24th; Aqua IL has installed the water lines, all hooked up and working; repair work done

on the generator; they are attending Oshkosh EAA AirVenture next week to meet with key people to finalize our airshow. He stated that he is working with the City to coordinate things as with the balloon event. Mr. Potter said they are leaving some items on site here for convenience, possibly storing in an old T-hanger once everyone is settled in the Pole Barn. Brief discussion regarding storage of the items and where. Mr. Potter discussed the possibility to bore line to the T-hangers for year around water may be in \$50 to \$100 thousand dollar range but will get a better cost estimate. Comments made by Mr. Ingram were that painting the fuel tanks were still on the agenda and asked about clean up in the old bird hanger, south of Pole Barn. Mr. Potter stated that has been cleaned out and stores a variety of items, equipment, the frames for additional hanger (purchased from Morehead), airplane parts, etc. Discussion regarding flight instructors. Mr. Potter said he is working with a student, Josh Smith that may be interested. Mr. Potter noted that he has 5 primary students at the moment. Mr. Potter also noted that the paper work for the grass runway was done last week and sent to the state. He also said he received approval from the state on the self-serve fuel farm. Brief discussion ensued. No action taken.

Agenda Item 10 – Office Manager’s Report

Ms. Salonen noted that all is well with the receivables for the most part. Tenant in arrears continues to make reduced monthly payments.

Agenda Item 11 – FBO Status Report

Mr. Vadeboncoeur gave a brief report of fuel sales, fuel farm and equipment. He stated that all is well with the fuel farm, trucks and business at the FBO. He commented on the success of the balloon event and said from his standpoint Mr. Potter and maintenance did a great job for the airport property. A question was posed as to any air traffic during the balloon event. Mr. Vadeboncoeur said there was some traffic. Brief discussion ensued regarding the event, good flying weather, etc.

Mr. Potter noted for the board that he did receive 2 confirmation emails from Ameren on the lighting project and our reimbursement checks should be coming soon.

Agenda Item 12 – VRA Legal Counsel – Possible Action Item

Mr. Foster stated that the board is considering changing VRAA counsel for a variety of reasons, introduced Jerry Davis and asked him to tell a little bit about his work to the board. Mr. Foster said that David Wesner, attorney for the city, had been at the board meeting last month to address the board.

Mr. Davis addressed the board, stating he currently represents DACC and working with government agencies is a large part of his practice. He also represents DHA (Danville Housing Authority), the 9-1-1- Board, PTSB (Professional Teacher Standard Board), and District 118. He mentioned he also represented Danville Sanitary District before he became a judge several years ago. He has been special counsel for the county on occasion for the nursing home and some personnel issues. He has done civil work as

well for several businesses, which have been around a long time such as John Deere Company and also the Federal Land Bank. Mr. Davis stated his rate is \$250.00 per hour. He said his office has recently expanded adding 2 new attorneys, and his office is current with the latest technology.

Mr. Kietzmann stated he has known Mr. Davis for a long time as he represents DACC. Mr. Kietzmann said Mr. Davis keeps them abreast on all regulations changes, which there are a lot of, and anything that pertains to the college. He said they have 2 bargaining units and Mr. Davis assisted with all the legal issues. Mr. Foster said "on occasion we have our attorney come out and just attend the meetings, do you charge the same rate." Mr. Davis stated yes. Mr. Davis also stated he represented property owners to TIF (Tax Increment Financing) Districts. Mr. Foster asked if he also represented a TIF district. Mr. Davis responded that he represented property owners to the City (of Danville). Mr. Davis added he is familiar the public sector rules and guidelines. Discussion ensued. Mr. Foster thanked Mr. Davis for attending the meeting and addressing the board. Mr. Davis stated he'd be glad and honored to help out the airport board. No action taken.

Agenda Item 13 – item left blank

Agenda Item 14 – Executive Session (if needed)

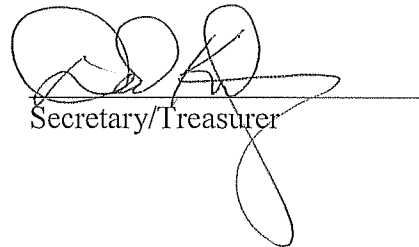
- a) Pursuant to Open Meetings Act 5ILCS 120/2 (c) (6): The setting of a price for sale or lease of property owned by the public body.....
- b) Pursuant to Open Meetings Act 5ILCS 120/2 (c) (11): Litigation.....

There was no need for executive sessions.

Agenda Item 15 – Comments and/or Concerns of Commissioners

None.

Agenda Item 16 - Adjournment There being no further business to discuss, the meeting adjourned. All answered in favor, motion passed by acclamation.


Secretary/Treasurer