

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS

MINUTES OF AUGUST 28, 2018 BOARD MEETING

Agenda Item 1 – Call to Order

Chairman Kietzmann called the August 28, 2018, meeting to order at 7:30am.

Agenda Item 2 – Pledge of Allegiance and Invocation

The Pledge of Allegiance recited, and invocation given.

Agenda Item 3 – Oath of Office, New Commissioner

The board welcomed Mr. Craig Davidson, who was appointed by Mike Marron, Chairman of the County Board at their board meeting on July 11<sup>th</sup>, 2018 to replace Mr. Stephen Foster.

Agenda Item 4 – Roll Call

Upon roll call, the following commissioners were present: Tom Day, Steve Foster, Bill Ingram, David Kietzmann, Joe Vincent and new Commissioner Craig Davidson. Airport Manager & FBO Manager Mike Vadeboncoeur, Office manager Suzie Salonen and VRAA attorney Jerry Davis were present.

Agenda Item 5 – Audience Comments

Mr. Kietzmann asked for audience comments. Mr. John Kraft and Robert Bogue from Edgar County addressed the board and questioned the appointment of Mr. Kietzmann to the board. Mr. Kraft reviewed the statute relating to units of government as it related to appointments. Discussions ensued regarding corporate limits within the Airport Authority taxing districts. It appeared that Mr. Kraft video recorded the meeting with equipment he had set up in the audience.

Agenda Item 6 – Adoption or Amendment of Agenda

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

Agenda Item 7 – Farm Lease Update

Mr. Matt Sims, State Line Farms, had prepared a report for each commissioner and gave an update of tillable acreage, the condition of the soil, how he cares for and treats the land each season, and the changes in acreage over the years for various reasons, i.e.- extensions of runways, reinstallation of the grass runway. Discussions ensued.

Agenda Item 8 – Approval of Minutes July 17, 2018

Motion by Mr. Vincent to approve the minutes, motion seconded by Mr. Day. All answered in favor, motion passed by acclamation.

Agenda Item 9 – Manager’s Report & FBO Status Report

Mr. Vadeboncoeur read his manager’s report, noting routine maintenance done for the month. He stated that the crew has been working on some improvements for the old bird hanger and to reorganize the space for the future use of the Illini Glider Club. Materials for a new ceiling, sheet metal and wood, have been priced and should stay within \$10,000.00 for the entire unit. He and the crew are working on storing equipment from that hanger elsewhere. He stated that the bird hanger was not part of the LED lights previously purchased to replace lighting throughout the buildings/hanger areas on the property. He said there are 12 lights inside that old hanger and no lighting exists outside that area. The self-service fuel farm is still on going and he said he did receive the State Fire Marshal’s letter late yesterday, so that part is done. Brief discussions ensued.

Mr. Vadeboncoeur stated he had a couple of meetings last week. One with our engineers CM&T (Crawford, Murphy & Tilly) and with the Illini Glider Club president. CM&T – our taxiway D project should begin in the

next couple of months. He had a predesign meeting regarding our next taxiway rehab project, taxiway B – which should be let next March and done before the 2018 Balloon Event. The Illini Glider Club were here and shown the plans for the old bird hanger. They are also interested in the office in Cloud 9 for dry storage and install flight simulators for gliders. He said we will be drafting an agreement with them soon as they would like to move some planes here in October.

Mr. Vadeboncoeur noted the items that were no longer used or needed – a pair of old tar pot's; old 15ft bush hog mower, and a disassembled steel hanger.

FBO Status Report: Mr. Vadeboncoeur gave his report for fuel sales and noted the variations from last month and from one year ago. He said fuel farm and trucks are doing well and all is well at the FBO. He noted that he had the asphalt area in front of the fuel trucks seal coated. Brief discussion ensued.

#### Agenda Item 10 – Office Manager's Report

Ms. Salonen noted receivables were stable and there was nothing new to report.

#### Agenda Item 11 – Commissioner Reports

- a) Finance - Mr. Kietzmann called on Ms. Salonen for the reports. July's financial report were reviewed with routine payables and financial report for the month. Brief discussion ensued. Motion by Mr. Day to approve the financials, seconded by Mr. Davidson. Upon voice vote, 5 yes, motion carried.
- b) Building, Grounds & Equipment – Discussed with Mr. Ingram preparing the south bird hanger ready for the Glider Club. Mr. Day noted there are still 5 or 6 hangers left to go through. Mr. Ingram said that nothing has been done with the tower lately but will continue to work on it. Mr. Vincent noted that last month Jonathon Myers offered his expertise regarding hanger rental. It was noted that a commissioner could be appointed to work with Mr. Myers and report back to the board. This will be revisited once the hanger inspections are completed.
- c) Planning, Economic & Industrial Development – Mr. Kietzmann stated that Steve Foster had this task previously and asked Commissioner's to think about who would like to take this area.
- e) Special Events & Planning – Upcoming events is the CAF Air Power History Tour here Sept. 5<sup>th</sup> to the 9<sup>th</sup> and Graffiti Night on Sat. Sept. 8<sup>th</sup>. Mr. Vadeboncoeur stated that each event is handling their own marketing and advertising. Discussion ensued about marketing and advertising events and how important it is to get the word out to the public. Mr. Vincent stated he would follow up with Vadeboncoeur on this.

#### Agenda Item 12 – Disposition of Surplus Property

Mr. Vadeboncoeur noted the items no longer needed are a pair of old tar pot's; old 15ft bush hog mower, and a disassembled steel hanger. He said items taking up space needed for other items that are used. The bush hog has already been replaced. He said he has 1 person interested in the steel hanger. Brief discussion ensued. Motion by Mr. Vincent to declare these 3 items as surplus and authorize the airport manager to handle disposal of the items. Motion seconded by Mr. Ingram. Upon voice vote, 5 yes, motion passed.

#### Agenda Item 13 – 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, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body.....

Mr. Kietzmann stated there would be executive sessions today and there may be action taken afterward. He asked that Mr. Vadeboncoeur and Ms. Salonen remain for the sessions

Motion to go into Executive Session concerning the appointment, employment, compensation, discipline, performance or dismissal of specific employees, and concerning imminent threatened or pending litigation by Mr. Kietzmann, seconded by Mr. Vincent. Upon voice vote, 5 yes, motion carried.

Motion to go out of Executive Session by Mr. Day, seconded by Mr. Davidson. Upon voice vote, 5 yes, motion carried.

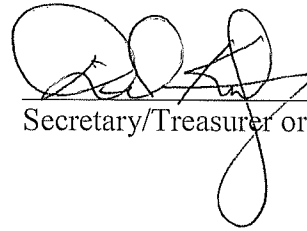
Agenda Item 14 – Update: Agreements with Mike Potter and Midwest Aircraft Services, LLC

Upon returning from executive session, the motion was made by Mr. Ingram to authorize legal counsel to pursue legal claims against Mike Potter and Midwest Aircraft Services, LLC by appropriate legal action or a settlement agreement. Motion seconded by Mr. Day. Upon voice vote, 5 yes, motion carried.

Agenda Item 15 – item left blank

Agenda Item 16 – Items from the Floor: Upcoming Fall Conference Sept. 23 to Sept. 25, 2018, Galena IL  
Mr. Kraft stated he would return with a summons for Mr. Kietzmann.

Agenda Item 17- Adjournment There being no further business to discuss, the meeting adjourned. All answered in favor, motion passed by acclamation.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above a horizontal line.

Secretary/Treasurer or Chairman