

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS

MINUTES OF JULY 17, 2018 BOARD MEETING

Agenda Item 1 – Call to Order

Chairman Kietzmann called the July 17, 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 Oath was read aloud by Mr. Davis, noting that Mr. Joe Vincent was appointed by Mike Marron, Chairman of the County Board at their board meeting on July 11th, 2018.

Agenda Item 4 – Roll Call

Upon roll call, the following commissioners were present: Tom Day, Steve Foster, Bill Ingram, David Kietzmann, and new Commissioner Joe Vincent. Airport Acting 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 from Edgar County addressed the board and it appeared that Mr. Kraft video recorded the meeting with equipment he had set up in the audience. Mr. Kraft abruptly presented Mr. Foster with an unknown document and said a complaint he or his organization has been filed with the Vermilion County Sheriff's department for sitting on the board, alleging that he is doing so illegally. Mr. Kraft reviewed the statute for airport authorities. Discussions ensued.

Several hanger tenants were present and addressed the board in support of the previous airport manager and concerns they had with aircraft maintenance and flight school activity moving forward. Discussions ensued.

Jonathan Myers, present in the audience, briefly discussed hanger rent income and ways to possibly maximize revenue. He offered his services as a financial consultant on a volunteer basis. Brief discussion ensued.

Agenda Item 6 – Adoption or Amendment of Agenda

Mr. Kietzmann stated the agenda item 7, Farm Lease Update, is not needed on the agenda. Motion by Mr. Ingram to remove item 7 and adopt the agenda as amended, seconded by Mr. Day. All answered in favor, motion passed by acclamation.

Agenda Item 7 – Farm Lease Update – item removed from agenda.

Agenda Item 8 – Approval of Minutes June 19, 2018

Motion by Mr. Day to approve the minutes, motion seconded by Mr. Kietzmann. 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, along with prep work for the BOV event. The self-service fuel system tank is done and ready to ship but waiting on clarification from OSFM for installation. The taxiway D project bids have been approved by the state but unsure as to a start date at this time. He said talks with the Illini Glider Club are ongoing, and Mr. Ingram will address that item. He said the Airpower History Tour from the Commemorative Airforce will be here Sept. 5th to the 9th. He said the CAF will run this event in its entirety, only asking the VRAA to provide porta potties and trash receptacles.

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. Brief discussion ensued.

Mr. Vadeboncoeur said he spoke with Ken Britt, who said the family would be honored to have the terminal renamed after his father, Bill Britt

Agenda Item 10 – Office Manager’s Report

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

Agenda Item 11 – Discuss Illini Gliders Club

Mr. Ingram gave a brief history of the club’s need to move from their current location. The club recently voted to move here and are interested in renting the south end of the “bird hanger”. The Vice President of the Glider Club was present in the audience. Discussion ensued.

Agenda Item 12 – CM& T Agreement for Signature DNV 4588, Taxiway D and Local Share \$18,395

Motion by Mr. Ingram to approve the agreement and pay our local share of \$18,395.00, seconded by Mr. Vincent. Upon voice vote, 5 yes, motion carried.

Agenda Item 13 – Commissioner Report

- a) Finance - Mr. Kietzmann called on Ms. Salonen for the reports. June’s financial report were reviewed with routine payables and financial report for the month. Brief discussion ensued. Motion by Mr. Kietzmann to approve the financials, seconded by Mr. Day. Upon voice vote, 5 yes, motion carried.
- b) Building, Grounds & Equipment – Discussed with Mr. Ingram the current condition of the airport grounds and buildings. There is a need to get the south bird hanger ready for the Glider Club. Mr. Camarata’s hanger that is used for UPS needs work done on the hanger doors and he hoped that can be resolved in-house. Mr. Day noted there are still hangers left to go through. A question was posed as to the timeline of when the tower work is completed. Mr. Ingram gave a brief history of the tower and noted it’s a work in progress. Mr. Day commented on the Balloons Over Vermilion event and thought it was very well done and noted the work that goes into events.
- c) Planning, Economic & Industrial Development – Brief discussion regarding economic development. Mr. Foster commented on the city’s engineers report on the Bowman Corridor. Mr. Foster gave a brief update on the grants that are available from IDOT for trucking and trucking situations in our area. Brief discussion ensued.
- e) Special Events & Planning – Upcoming event is the CAF Air Power History Tour here Sept. 5th to the 9th.

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, 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. Items 14 b for the Settlement Agreement and 14 c for the Employment Termination Agreement . He stated there may be action taken after the executive sessions and asked that Mr. Vadeboncoeur and Ms. Salonen remain for the sessions

Motion by Mr. Day to go into executive session for item 14 c, concerning the employment, compensation, performance or dismissal of a specific employee, seconded by Mr. Ingram. Upon voice vote, 5 yes, motion carried.

Motion to go out of executive session for item 14 c by Mr. Ingram, seconded by Mr. Day. Upon voice vote, 5 yes, motion carried.

Agenda Item 15 – Employee Termination Agreement (Action)

Upon returning from executive session under item 14 c, it was noted that the employee termination agreement is between Michael “Mike” Potter and the Vermilion Regional Airport Authority. Motion by Mr. Vincent to approve the employee termination agreement with Mr. Potter, seconded by Mr. Ingram. Upon voice vote, 5 yes, motion carried.

Agenda Item 16 – Settlement Agreement – Midwest Aircraft Services, LLC (Action)

Motion by Mr. Day to go into executive session for item 14 b, regarding imminent, threatened or pending litigation, seconded by Mr. Ingram. Upon voice vote, 5 yes, motion carried.

Motion to go out of executive session for item 14 b by Mr. Day, seconded by Mr. Vincent. Upon voice vote, 5 yes, motion carried

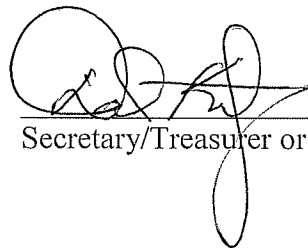
Motion by Mr. Ingram to approve the Settlement Agreement with Midwest Aircraft Services, LLC. Motion seconded by Mr. Day. Upon voice vote, 5 yes, motion carried.

Agenda Item 17 – Hiring New Airport Manager (Action)

Discussion ensued with Mr. Vadeboncoeur in accepting the position as airport manager. Motion by Mr. Day to hire Mr. Vadeboncoeur as the airport manager, seconded by Mr. Vincent. Upon voice vote, 5 yes, motion carried.

Agenda Item 18 – Items from the Floor - None

Agenda Item 19 - 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 extending to the right.

Secretary/Treasurer or Chairman