

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS

MINUTES OF OCTOBER 16, 2018 BOARD MEETING

Agenda Item 1 – Call to Order

Chairman Kietzmann called the October 16, 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 – Roll Call

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

Agenda Item 4 – Audience Comments

Mr. Kietzmann asked for audience comments. Mr. John Kraft and Robert Bogue from Edgar County Watch Dogs 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.

Agenda Item 5 – Adoption or Amendment of Agenda

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

Agenda Item 6 – Approval of Minutes Sept. 18, 2018

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

Agenda Item 7 – Approval of 2019 VRAA Meeting Dates

Motion by Mr. Day to approve the 2019 meeting dates, seconded by Mr. Davidson. All answered in favor, motion passed by acclamation.

Agenda Item 8 – Review of Farm Lease Documents – Renewal Date Feb. 1, 2019

The farm lease agreement and documents were reviewed for the upcoming 2019 renewal term. Discussions ensued regarding the possibility of a farm manager at some point, soil tests to preserve the farmland and the form of the lease itself. Mr. Davis commented that our current lease agreement is typical for a cash rent agreement. Discussed the bid packet for sealed bids and notice that will be published and the instructions for bidders. No action taken.

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

Mr. Vadeboncoeur read his manager’s report, noting routine maintenance done for the month. A few items he noted for the Commissioners were our Taxiway D project may be postponed until next spring; the self-serve fuel farm passed in section and is about ready for operation; our TIPS meeting in Springfield went well and we will be attempting to get FAA supplemental funding for some of our pavement work; also may be able to secure some of our funding for a project to repair or replace the Hanger 7 west door. Glider Club’s here and almost moved in. Brief discussion ensued.

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.

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. The September financial report were reviewed with routine payables and financial report for the month. Brief discussion ensued. Motion by Mr. Vincent to approve the financials, seconded by Mr. Ingram. Upon voice vote, 5 yes, motion carried.
- b) Building, Grounds & Equipment – Discussion ensued with Mr. Ingram and Mr. Day noted that they still had a few hangers left to go through. The Glider Club president was in the audience and commented on their operations. Mr. Ingram discussed airport operations in relation to flight school, making rental aircraft available at reasonable prices. Mr. Kietzmann suggested a cost analysis on purchased planes first. He also said a private flight school located at Champaign Airport may have an interest in coming here. He asked Davidson, Ingram and Vadeboncoeur to look into this venture. Mr. Vincent stated at one time Jonathan Myers offered his expertise helping with airport operations or projects. Brief discussion ensued. Motion by Mr. Vincent to form a committee to look into flight operations and to contact Mr. Myers, motion seconded by Mr. Day. All answered in favor, motion passed by acclamation.
- c) Planning, Economic & Industrial Development: Brief discussion ensued with Mr. Davidson about security with any flight instruction activity, rentals and mentioned the TSA and others have guidelines to follow.
- e) Special Events & Planning – Upcoming events – The Good Year Blimp may be here this weekend for the Purdue football game, weather permitting.

Agenda Item 12 – 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.....

There were no executive sessions.

Agenda Item 13 – item left blank

Agenda Item 14 – Commissioners Comments

None

Agenda Item 15- Adjournment: A motion and a second was made to adjourn. All answered in favor, motion passed by acclamation.

MINUTES Approved ✓ Amended _____ By Acclamation this 27th day of November, 2018