

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS

MINUTES OF JANUARY 15, 2019 BOARD MEETING

Agenda Item 1 – Call to Order

The January 15, 2019, meeting was called to order at 7:30am. Mr. Davidson is interim Chairman in Mr. Ingram's absence.

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, and Joe Vincent, with one vacancy. Bill Ingram was absent. Airport & FBO Manager Mike Vadeboncoeur, Office Manager Suzie Salonen and VRAA attorney Jerry Davis were present.

Agenda Item 4 – Audience Comments

None

Agenda Item 5 – Adoption or Amendment of Agenda

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

Agenda Item 6 – Approval of Minutes Dec. 20, 2018

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

Agenda Item 7 – Open Sealed Bids for 2019 Farm Lease Agreement

Mr. Davidson noted there were 4 sealed bids for the farm lease agreement to open. Each bid was opened and the bidder and bid amount were announced. The highest bid was \$96,000.00 by Doug Young. Brief discussion ensued. Motion by Mr. Day to award the new Farm Lease Agreement to Doug Young, seconded by Mr. Davidson. Upon voice vote, 3 yes, 1 vacancy, 1 absent, motion passed.

Agenda Item 8 - 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 were options for an electronic gate code for pilots access to new lounge and back to their plane; fuel farm sign should be here and installed next month; working with Premier Solutions to extend the WiFi. Brief discussion ensued. No action taken.

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 9 – Office Manager's Report

Ms. Salonen noted receivables were stable and there was nothing new to report. Brief discussion ensued regarding our tenant in substantial arrears. The board suggested he could donate the airplane to the airport, or the Boy Scouts, and possibly the EAA. No action taken.

Agenda Item 10 – Preliminary Budget Items FY2019

Discussion ensued new/upgraded equipment, salaries and hanger rent for the upcoming year. The board stated to put the three percent salary increase in the budget and the manager should use the increase at his discretion on a employee review basis.

Mr. Vadeboncoeur stated the basement in Cloud 9 had a substantial leak after some hard rain in the area. Discussion ensued as to the cause and possible solutions to fix it.

Agenda Item 11 – Commissioner Reports

- a) Finance - The December 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. Davidson. Upon voice vote, 3 yes, 1 vacancy, 1 absent, motion carried. It was noted that Mr. Myers could suggest structuring ideas and could get with our auditors to share recommendations. Brief discussion ensued.
- b) Building, Grounds & Equipment – Discussion ensued regarding the hangers, hanger rent and storage rent. It was noted that we want to be sure to charge fair and competitive rates for each hanger size. Mr. Vadeboncoeur noted that the FAA says storage rent could be at a higher rate than airplane space. Mr. Vadeboncoeur stated he is participating in a survey dealing with this and will get a copy once its completed. It should be helpful in determining where we are with rental income etc. No action taken.
- c) Planning, Economic & Industrial Development – nothing new to report.
- d) Special Events & Planning – nothing new to report.

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

Discussion ensued on the Illini Glider Club and the past issues with the runway mishap.

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 19th day of February, 2019