

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS
MINUTES OF JULY 18, 2019 BOARD MEETING

Agenda Item 1 – Call to Order

The July 18, 2019, meeting was called 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: Tom Day, Bill Ingram, Craig Davidson and Joe Vincent. Mike Fuesting was absent. Airport & FBO Manager Mike Vadeboncoeur, Airport Counsel Jerry Davis and Office Manager Suzie Salonen were present.

Agenda Item 4 – Audience Comments

The Balloons Over Vermilion Committee were present to thank the Commissioners for the use of the airport property last weekend. They gave a brief summary of the weekend's activities, saying it was a record breaking event this year. Brief discussion ensued.

Agenda Item 5 – Adoption or Amendment of Agenda

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

Agenda Item 6 – Approval of Minutes June 18, 2019

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

Agenda Item 7 - Manager's Report & FBO Status Report

Mr. Vadeboncoeur read his manager's report, noting routine maintenance and some projects done for the month. He noted the new Watchfire sign was up and running along with new lighting by the F86 aircraft. He said he will meet with IDOT and our consultants for the Taxiway Alpha project. The week of the 29th he meets with them for the Taxiway Bravo project which should start in August. He discussed asphalt grades as determined by the State and the FAA, totally different specs for each agency and much different for airports than that are required for highways or road work. 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, noting June sales are the lowest it has been in 11 years. Projects and the FBO are running well. Brief discussion ensued.

Agenda Item 8 – Office Manager's Report - Possible Action Items

Ms. Salonen noted receivables were stable and there was nothing new to report. Mr. Davis updated the commissioners regarding the tenant who is substantially behind in hangar rent. He said he sent the letter of intent to proceed with legal action to the tenant, giving him 30 days to respond. That 30 days is up as of tomorrow. Brief discussion ensued, no action taken.

Agenda Item 9 – Review Airport Liability Insurance and Health Insurance

Current policy information was given out for commissioners to review and determine if any changes need to be made for the next budget year and will be studied for the next several months. Mr. Vadeboncoeur stated he would like to ask his agent with the FBO to participate. Brief discussion ensued.

Agenda Item 10 – Commissioner Reports – All Possible Action Items

- a) Finance - The June payables report were reviewed with routine payables and financial report for the month. Quarterly reports from 2017 to 2019 were included for review and annual comparisons. Brief discussion ensued. Motion by Mr. Vincent to approve the financials, seconded by Mr. Davidson. Upon voice vote, 4 yes, 1 absent. motion carried.
- b) Building, Grounds & Equipment – Mr. Ingram stated its time to remove the fountain in front of Cloud 9, the board concurred. He suggested we purchase cabinets for the restrooms in Cloud 9 to store supplies. Mr. Vincent discussed the poor condition of the exterior doors at Cloud 9, noting they need replaced. Discussed options of replace versus repair. Mr. Vadeboncoeur will look into those options and get some estimates. Mr. Myers stated his executive hanger still has some leaks. Mr. Vadeboncoeur stated he has new door seals from the manufacturer and will apply those and see how it works. No action taken.
- c) Planning, Economic & Industrial Development – nothing new to report. Mr. Ingram said he is ready to make committee assignments within the next month or so.
- d) Special Events & Planning – nothing new to report.

Agenda Item 11 – 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 12 – item left blank

Agenda Item 13 – Commissioners Comments

Mr. Vincent talked about the BOV event and that from a balloonist prospective this is a very nice airport. Mr. Myers stated that we would no longer be able to attend the airports 7:30am meetings because he will be teaching aviation courses. The board concurred to move next month's meeting time to 4:00pm. Ms. Salonen will do the necessary notifications to the press and local agencies.

Agenda Item 14 - Adjournment: A motion and a second was made to adjourn. All answered in favor, motion passed by acclamation.

MINUTES Approved ✓ Amended By Acclamation this 20th day of August, 2019