

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS
MINUTES OF SEPTEMBER 17, 2019 BOARD MEETING

Agenda Item 1 – Call to Order

The September 17, 2019, meeting was called to order at 4:00pm.

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, Mike Fuesting, Bill Ingram, and Joe Vincent. Airport & FBO Manager Mike Vadeboncoeur, Airport Counsel Jerry Davis and Office Manager Suzie Salonen were present.

Agenda Item 4 – Audience Comments

None

Agenda Item 5 – Adoption or Amendment of Agenda

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

Agenda Item 6 – Approval of Minutes Aug. 20, 2019

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

Agenda Item 7 – Andrew Facer, Facer Insurance

Mr. Facer was asked to address the board by Mr. Vadeboncoeur for introductory purposes only. He noted that Mr. Facer is very familiar with airports and aircraft insurance needs. Mr. Facer was invited by the board to get with management and take a look at the airport's current insurance policy. Mr. Facer stated he would be happy to do that and stated that he would need to be hired as the airport's broker to do any research and compare premiums with different underwriters. Brief discussion ensued. No action taken.

Agenda Item 8 – Manager's Report & FBO Status Report – Possible Action Items a) Quote form Ribbe Trucking b) Quote from McDowell Constr. c) Insulate Executive Hangers

Mr. Vadeboncoeur read his manager's report, noting routine maintenance, projects completed as well as those that are ongoing. Brief discussion ensued regarding projects that need done with Ribbe, McDowell for the drainage issues at Cloud 9 and insulation for the executive hangers. Discussed ensued on the possible changes for Taxiway Alpha project, mainly the taxiway width going from 35feet to 50feet.

Motion by Mr. Fuesting to approve the three projects for Ribbe Trucking with the possible decrease of the quotes, that being the turf runway, Glider Club hanger area, and improve water/cistern access. Motion was seconded by Mr. Davidson. Upon voice vote, 5 yes, motion passed.

Motion by Mr. Davidson to approve McDowell Constructions proposal to work on the drainage issues at the Cloud 9, seconded by Mr. Day. Upon voice vote, 5 yes, motion passed.

Motion by Mr. Davidson to approve the work to insulate and add metal sheeting to the Executive Hanger, seconded by Mr. Day. Upon voice vote, 5 yes, motion passed.

FBO Status Report: Mr. Vadeboncoeur gave his report for fuel sales and noted the variations from last month and from one year ago, noting August sales were down a bit and with a slow start for September. Projects and the FBO are running well. Brief discussion ensued.

Agenda Item 9 – Office Manager's Report - Possible Action Items a) Items of Information – Governor's Mandate for Sexual Harassment Training for all Employee's

Ms. Salonen noted receivables were stable and there was nothing new to report. The Governor's Mandate states all employees must take the training by years end. Mr. Davis noted that there will be on-line training offered at some point in the future. The mandate takes effect in January,2020. No action taken.

Agenda Item 10– Approve 2020 VRAA Board Meeting Dates

Motion by Mr. Vincent to approve the 2020 meeting dates, seconded by Mr. Ingram. All answered in favor, motion passed by acclamation.

Agenda Item 11 – Reorganization of the VRAA Board of Commissioners

Mr. Davidson made the motion nominate Mr. Ingram for Chairman, motion seconded by Mr. Day. Upon roll call vote, 5 yes, motion passed. Mr. Vincent made the motion to nominate Mr. Davidson for Vice Chairman, motion seconded by Mr. Fuesting. Upon roll call vote, 5 yes, motion passed. Mr. Vincent made the motion to nominate Jonathan Myers as Treasurer, motion seconded by Mr. Day. Upon roll call vote, 5 yes, motion passed. Mr. Vincent made the motion to nominate Suzie Salonen as Secretary, motion seconded by Mr. Day. Upon roll call vote, 5 yes, motion passed.

Agenda Item 12 – Commissioner Assignments & Commissioner Reports – All Possible Action Items

- a) Finance - The August payables report were reviewed with routine payables and financial report for the month. Motion by Mr. Vincent to approve the payables, seconded by Mr. Fuesting. Upon roll call vote, 5 yes, motion passed. Mr. Myers noted he had reviewed hanger rentals and the hanger list. He recommended that the hangers be renumbered so the buildings are in numerical order on each side of the field. Mr. Vadeboncoeur noted that the buildings were originally numbered in order of construction. Brief discussion ensued.
- b) Building, Grounds & Equipment – Mr. Day discussed the hangers used as storage for other than aircraft, and perhaps look at the current rent charged for that purpose. He said he was present at the Graffiti Night event last Saturday and was impressed with the turn out, the prep and clean up during the event. Discussion ensued. No action taken. Mr. Ingram noted that commissioner assignments will take place at a later date.
- c) Planning, Economic & Industrial Development – nothing new to report.
- d) Special Events & Planning – nothing new to report.

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.....

There were no executive sessions.

Agenda Item 14 – item left blank

Agenda Item 15 – Commissioners Comments

None.

Agenda Item 16 - Adjournment: A motion and a second was made to adjourn. All answered in favor, motion passed by acclamation.

MINUTES Approved Amended By Acclamation this 15th day of October, 2019