

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS
MINUTES OF OCTOBER 15, 2019 BOARD MEETING

Agenda Item 1 – Call to Order

The October 15, 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. Vincent to approve the agenda, seconded by Mr. Fuesting. All answered in favor, motion passed by acclamation.

Agenda Item 6 – Approval of Minutes Sept. 17, 2019 and Partial July 17, 2018 Executive Session

Motion by Mr. Vincent to approve the minutes for Sept. 17, 2019, motion seconded by Mr. Fuesting. All answered in favor, motion passed by acclamation. Motion by Mr. Fuesting to approve the Partial July 17, 2018 Executive Session minutes. All answered in favor, motion passed by acclamation. NOV. 19, 2019: Amended Item 15, OCT Minutes: Mr. Davidson noted that in item 15 the discussion of the water bill and sewer bill were omitted, and he would like to see it added.

Agenda Item 7 – Review Airports Liability/Property Insurance - Andrew Facer, Facer Insurance

Mr. Facer was present and had a summary of comparisons of our current policies. Discussion ensued. Motion by Mr. Fuesting to change brokers and hire Mr. Facer of Facer Insurance to move forward with our insurance needs, motion seconded by Mr. Day. Upon roll call voted, 5 yes, motion passed.

Agenda Item 8 – Review Health Alliance Insurance Policy for 2020, if new rates available.

Health insurance rates for 2020 were not available. Item to be placed on next month's agenda.

Agenda Item 9 - Manager's Report & FBO Status Report – Possible Action Items

Mr. Vadeboncoeur read his manager's report, noting routine maintenance, projects completed as well as those that are ongoing. He noted the Taxiway Bravo project is completed. Ribbe Construction should be starting the turf runway project and McDowell started their work on the terminal building. He stated that our north gate on Bowman, at the W. Newell Road intersection, had been damaged by a vehicle accident, again. He stated he plans on reaching out to the City for possible options to cut down on accidents there, such as flashing stop sign or rumble strips installed. 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 September sales were down a bit, but October sales up slightly. Projects and the FBO are running well. Brief discussion ensued.

Agenda Item 10 – Office Manager's Report - Possible Action

Ms. Salonen noted receivables were stable. The tenant that was in arrears and subsequently had a lawsuit filed against him had paid in full and complied with our agreement.

Agenda Item 11– Glider Club Lease – Addendum to Extend Term (Nov. 2019)

Discussion ensued regarding extending the Glider Clubs lease and increase monthly rent. Motion by Mr. Vincent to approve the addendum to extend the lease for one year with a \$50.00 a month rent increase. Motion seconded by Mr. Day. Upon roll call, 5 yes, motion passed.

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

a) Finance - The September payables report were reviewed with routine payables and financial report for the month. Motion by Mr. Fuesting to approve the payables, seconded by Mr. Ingram. Upon roll call vote, 5 yes, motion passed. Mr. Myers gave a brief overview of the quarterly reports. Brief discussion ensued. No action taken.

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. Lease agreements need to be revised to update the language for storage vs aircraft hangar rent. Discussion ensued.

No action taken. Renumbering the hangars was addressed. Mr. Vadeboncoeur noted that the current numbers identify them on our ALP and may not be able to change it without updating the ALP. He will get with our consultants to see what it would take.

Mr. Ingram made the following Committee Assignments: Mike Fuesting-update Watchfire sign with community events; additional airplane for lessons, promote the airport. Tom Day-building and grounds. Joe Vincent-work with balloonist and glider club for summer events or special events. Craig Davidson-flight operations, traffic, balloons on special events, work with the manager and crew to develop Cloud 9.

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

Discussion ensued regarding the possibility of hiring a professional marketing firm. Mr. Vadeboncoeur stated he has been involved with a survey, and also the state is beginning a program to collect data that would help with that. He'll keep the board informed as that progresses. AS AMENDED: Discussion ensued regarding the high water and sewer bill due to a backflow leak, likely caused by fire hydrant use by the BFD.

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 19th day of November, 2019