

VERMILION REGIONAL AIRPORT AUTHORITY - BOARD OF COMMISSIONERS
MINUTES OF NOVEMBER 19, 2019 BOARD MEETING

Agenda Item 1 – Call to Order

The November 19, 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

Discussion ensued on agenda items 12 and 13 and Mr. Vincent questioned the items being on the agenda. Mr. Davidson moved to place items 12 and 13 after agenda item 14 for executive session. Motion seconded by Mr. Day. Upon voice acclamation, 3 yes, 2 no, motion passed. A motion by Mr. Vincent to strike item 12 and table item 13, motion seconded by Mr. Fuesting. Upon voice acclamation, 3 no, 2 yes, motion failed. Mr. Davidson noted he would like to see the Commissioner Reports changed to Committee Reports with the following committee's: Mr. Day Building & Grounds, Mr. Davidson Operations, Mr. Fuesting Promotions and Flight Training, Mr. Vincent Special Events. The board concurred.

Agenda Item 6 – Approval of Minutes Oct. 19, 2019

Mr. Davidson stated in item 15, Commissioner Comments, the discussion regarding the water bill and sewer bill should be added in. Motion by Mr. Davidson to approve the minutes as amended, seconded by Mr. Fuesting. Motion passed by acclamation.

Agenda Item 7 – Review Health Alliance Insurance Policy for 2020, Don Carless of OniRisk.

Mr. Carless reviewed the Health Alliance Insurance rates for 2020. Discussion ensued. Motion by Mr. Vincent to approve the Health Alliance Plan Option A, 2020 POS 3500 Gold, with the option of HRA reimbursement to remain at \$2,500 per employee, with the additional \$1,000 added to employee out-of-pocket at the end of the fiscal year. Motion seconded by Mr. Fuesting. Upon voice vote 5 yes, motion passed.

Agenda Item 8 – 2019 Tax Levy Ordinance

Discussion with Mr. Myers regarding the levy, what was levied and why, explaining the 2019 levy isn't collected until 2020. He noted we will be changing the format in the budget to match and to better understand what is budgeted versus what items are levied. The board thanked and acknowledged Mr. Myers for his help. Motion by Mr. Mr. Fuesting to pass the tax levy ordinance, seconded by Mr. Day. Upon voice vote 5 yes, motion passed.

Agenda Item 9 - Manager's Report & FBO Status Report

Mr. Vadeboncoeur read his manager's report, noting routine maintenance, projects completed as well as those that are ongoing. Among the items he discussed was the upcoming TIP's approval for the state by mid-December. He said board approval for the TIP's isn't required by the State and given on an advisory level for the board to stay informed. The phasing in of the scope for Taxiway Alpha will be on the TIP's submittal as discussed in previous meetings. He noted the State has a bill out, Capital Bill 144M that may also give us the opportunity for some equipment upgrades and possibly additional projects and is listed on the TIP's as well.

He's working with our IT people to upgrade the WiFi, possibly using directional antennae's, estimate is \$2 to \$3,000. He had a drawing for the new sign for Cloud 9. The board concurred on its design. Brief discussion ensued. Motion by Mr. Fuesting to accept the Managers' Report and advisory TIP's Submittal, 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 October sales were up and the best Jet A month this year. Projects and the FBO are running well. Brief discussion ensued.

Agenda Item 10 – Office Manager's Report

Ms. Salonen noted receivables were stable. Mr. Davidson would like to get information out earlier and to change the format of the financial reports per examples Mr. Myers provided. The board concurred.

Agenda Item 11 – Committee (Commissioner) Reports

a) Finance - The October payables report were reviewed with routine payables and financial report for the month. Motion by Mr. Davidson to approve the payables, seconded by Mr. Day. Upon roll call vote 5 yes, motion passed.

b) Building & Grounds (Day) – Mr. Day discussed his recent tour of the grounds with Mr. Vadeboncoeur and he cleared up some of Mr. Days concerns. Discussed water issue with the Executive Hangers and holes along some of that area. It was noted that we should keep the numerical sequence of the hangers for now. It was noted that the ~~water~~ ^{WATEK} system the BFD uses is not paid for by the airport. Discussion ensued.

No action taken.

c) Operations (Davidson) – Mr. Davidson discussed Cloud 9/Terminal, acknowledging that Britt Airways was the community's air passenger flight company in the 70's and 80's. He would like to see that era of décor in the terminal and had some period posters of Britt Airways on display. Ramp side improvements previously discussed using "Edison" lights. He'd like to see more opportunity for fly-ins at the facility. Mr. Vadeboncoeur suggested getting a professional involved to this right. The board concurred. Discussed options for future use of the facility. No action taken.

d) Promotions & Flight Training (Fuesting) – Mr. Fuesting had done research on the viability of aircraft at KDNV for training or rental purposes. He had several discussions with several local pilots, Mr. Vadeboncoeur, and send out survey letters to local tenants, EAA members and Illini Glider Club members and he shared his synopsis, in the end noting the level of interest shown by the low number of responses, a flight club was highly improbable at this time. He said perhaps revised this next spring. Discussion ensued on ideas to get people to come to the airport. No action taken.

e) Mr. Ingram – No report

f) Special Events (Vincent) – No report

Agenda Items 12 & 13: Items moved to discuss after Executive Sessions

Agenda Item 14 – 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.....

Motion by Mr. Davidson to go into executive session under 14 C as listed above. Motion seconded by Mr. Day. Upon roll call vote 5 yes, motion passed.

Motion by Mr. Davidson to go of executive session 14 C as listed above. Motion seconded by Mr. Fuesting. Upon roll call vote 5 yes, motion passed.

Mr. Ingram handed out an updated version of the airport manager's job description. No action was taken.

Agenda Item 12 – Review of Job Descriptions

Item tabled.

Agenda Item 13 – Possible Staff Reduction

No action taken.

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 17th day of December, 2019