

MINUTES OF A REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
ST. LOUIS REGIONAL AIRPORT  
February 15, 2024

A Regular Meeting of the Board of Commissioners of the St. Louis Regional Airport was held at the airport administration building #8 Terminal Drive, East Alton, IL 62024 on February 15, 2024 at the hour of 4:33 P.M. On call of the roll, the following Commissioners answered present: Robert LaMarsh, Matt Kelly, Chris Herzog, Steve Futrell, Amber Baileygaines and Dave Wilson were present. Also, present: Airport Attorney, James Sinclair, Airport Director Danny Adams, Assistant Director Drake Blackwell, Accounts Payable Crystal Geisen and Accounts Receivable Denine Anderson. Commissioner Brian Keister was absent.

Guests at the meeting were: Barry Stolz with Hanson, John Harding, Nicholas Hobbs and Jim and Julie Kramer with EAA 864, Mayro Stalcup with the City of Wood River, Steve Selby with Piasa Flyers, Ryan Baldrige with Baldrige Properties, Kent Clark with Clark Insurance, Bob Massa with Juneau Associates, Joe and Megan Ord and multiple supporters with Piston Aviation.

Commissioner Kelly presented the minutes of the Regular Board Meeting, January 18, 2024. Commissioner LaMarsh moved to approve the minutes. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a majority vote of the Board in favor.

Commissioner Kelly presented the financial statements for the eight month of fiscal year 2023/2024. Commissioner Futrell asked about the past due balance on Cayden's Café. He was asking why utilities was not included in the amount. Commissioner LaMarsh moved to approve the statements as printed. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

Commissioner Kelly presented the bills for approval. Commissioner LaMarsh moved to approve the accounts payable. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

Bills paid prior to meeting:

	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>ACE HARDWARE</b>				
	02/07/2024		6251 · 11-admin	-56.54
	02/07/2024		6235 · Shop, tools, sm equip	-79.96
	02/07/2024		6241 · 1-restaurant	-22.99
	02/07/2024		6660 · Cash Discounts	<u>12.96</u>
Total ACE HARDWARE				-146.53
<b>Anderson Healthcare</b>				
	01/25/2024		6150 · Health Insurance	<u>-89.76</u>
Total Anderson Healthcare				-89.76
<b>AT &amp; T</b>				
	01/25/2024		6712 · Cellular	<u>-58.78</u>
Total AT & T				-58.78
<b>Bethalto Chamber of Commerce</b>				
	02/06/2024		6180-2 · Community	<u>-250.00</u>
Total Bethalto Chamber of Commerce				-250.00
<b>BETHALTO WATER DEPT</b>				
	02/07/2024		6732 · Water	<u>-344.90</u>
Total BETHALTO WATER DEPT				-344.90
<b>BJC Heathcare</b>				
	02/07/2024		6150 · Health Insurance	-71.24
	02/10/2024		6150 · Health Insurance	<u>-254.38</u>
Total BJC Heathcare				-325.62
<b>Charter Business</b>				
	02/07/2024		6550 · Operational Expense	-109.10
	02/07/2024		6711 · Office/Internet	<u>-89.97</u>
Total Charter Business				-199.07
<b>Crafco</b>				
	02/06/2024		6501 · Aeronautical	<u>-200.10</u>
Total Crafco				-200.10
<b>Danny Adams</b>				
	02/06/2024		6712 · Cellular	<u>-136.71</u>
Total Danny Adams				-136.71
<b>Delta Dental</b>				
	01/25/2024		6150 · Health Insurance	<u>-682.31</u>
Total Delta Dental				-682.31
<b>Drake A Blackwell</b>				
	02/06/2024		6712 · Cellular	<u>-127.71</u>
Total Drake A Blackwell				-127.71
<b>Envision</b>				
	01/23/2024		6150 · Health Insurance	-36.47
	01/23/2024		6150 · Health Insurance	-855.94
	01/23/2024		6150 · Health Insurance	-35.46
	01/23/2024		6150 · Health Insurance	-18.37
	01/23/2024		6150 · Health Insurance	-33.86
	01/23/2024		6150 · Health Insurance	-177.44
	01/23/2024		6150 · Health Insurance	-88.04
	01/23/2024		6150 · Health Insurance	-195.00
	01/23/2024		6150 · Health Insurance	-4.49
	02/06/2024		6150 · Health Insurance	-22.28
	02/06/2024		6150 · Health Insurance	-45.00
	02/06/2024		6150 · Health Insurance	-100.00
	02/06/2024		6150 · Health Insurance	-88.59
	02/06/2024		6150 · Health Insurance	-11.64
	02/06/2024		6150 · Health Insurance	-90.00
	02/06/2024		6150 · Health Insurance	-17.94
	02/06/2024		6150 · Health Insurance	-582.19
	02/06/2024		6150 · Health Insurance	<u>-110.00</u>
Total Envision				-2,512.71

<b>ILLINOIS MUNICIPAL RETIREMENT FUND</b>			
	01/26/2024	6581 · IMRF	<u>-7,213.22</u>
Total ILLINOIS MUNICIPAL RETIREMENT FUND			-7,213.22
<b>JCH Medical Group</b>			
	02/07/2024	6150 · Health Insurance	<u>-15.00</u>
Total JCH Medical Group			-15.00
<b>MCKAY</b>			
	02/07/2024	6501 · Aeronautical	-219.98
	02/07/2024	6422 · 20-02 international snowplow	-60.99
	02/07/2024	6404 · 3-92 Ford f-350	-76.98
	02/07/2024	6502 · General	-47.98
	02/07/2024	6660 · Cash Discounts	3.76
	02/07/2024	6429 · 26- 2012 Fire Truck	<u>29.99</u>
Total MCKAY			-372.18
<b>PETTY CASH-SLRA</b>			
	01/25/2024	6520 · Meetings/Seminars	-30.00
	01/25/2024	6220 · Janitorial Supplies	-46.07
	01/25/2024	6450 · Fire/Medical/Radio Equip	-90.68
	01/25/2024	6530 · Office Supplies/Furn/Equip	-24.99
	01/25/2024	6550 · Operational Expense	<u>-39.17</u>
Total PETTY CASH-SLRA			-230.91
<b>PRINCIPAL</b>			
	02/07/2024	6165 · Life Insurance	-178.86
	02/07/2024	6160 · Disability Insurance	<u>-1,048.12</u>
Total PRINCIPAL			-1,226.98
<b>Republic Services</b>			
	01/26/2024	6241 · 1-restaurant	-40.07
	02/07/2024	6550 · Operational Expense	<u>-594.35</u>
Total Republic Services			-634.42
<b>Salt Industries</b>			
	01/25/2024	6501 · Aeronautical	<u>-536.00</u>
Total Salt Industries			-536.00
<b>SAMS CLUB</b>			
	02/12/2024	6220 · Janitorial Supplies	-114.84
	02/12/2024	6540 · Vending Expense	-166.02
	02/12/2024	6550 · Operational Expense	-69.10
	02/12/2024	6530 · Office Supplies/Furn/Equip	-97.99
	02/12/2024	6680 · Dues/Fees	<u>-36.34</u>
Total SAMS CLUB			-484.29
<b>Schwartzkopf Printing Inc</b>			
	01/25/2024	6550 · Operational Expense	<u>-170.00</u>
Total Schwartzkopf Printing Inc			-170.00
<b>SOUTHWESTERN ELECTRIC</b>			
	02/07/2024	6731 · Electric	-9.44
	02/07/2024	6731 · Electric	<u>-434.08</u>
Total SOUTHWESTERN ELECTRIC			-443.52
<b>United Health Care</b>			
	02/01/2024	6150 · Health Insurance	<u>10,937.58</u>
Total United Health Care			10,937.58
<b>VSP</b>			
	01/25/2024	6150 · Health Insurance	<u>-231.22</u>
Total VSP			-231.22
<b>TOTAL</b>			<u><u>27,569.52</u></u>

Bills that were approved:

	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>ALTON EQUIPMENT RENTAL</b>				
	02/13/2024	6235 · Shop, tools, sm equip		<u>-239.19</u>

Total ALTON EQUIPMENT RENTAL			-239.19
<b>AMERENIP</b>			
	02/13/2024	6731 · Electric	<u>10,766.17</u>
Total AMERENIP			10,766.17
<b>AT &amp; T</b>			
	02/13/2024	6711 · Office/Internet	<u>-121.52</u>
Total AT & T			-121.52
<b>B&amp;B Custom Gifts and Apparel</b>			
	02/13/2024	6180 · Advertising/Marketing	-490.00
	02/13/2024	6230 · Uniform	<u>-1,224.00</u>
Total B&B Custom Gifts and Apparel			-1,714.00
<b>Bethalto Chamber of Commerce</b>			
	02/13/2024	6180-2 · Community	<u>-200.00</u>
Total Bethalto Chamber of Commerce			-200.00
<b>Business Radio Licenses</b>			
	02/13/2024	6680 · Dues/Fees	<u>-115.00</u>
Total Business Radio Licenses			-115.00
<b>CARD SERVICES</b>			
	02/13/2024	6530 · Office Supplies/Furn/Equip	-806.71
	02/13/2024	6712 · Cellular	-58.74
	02/13/2024	6630 · Training	-470.00
	02/13/2024	6711 · Office/Internet	-255.22
	02/13/2024	6241 · 1-restaurant	-231.22
	02/13/2024	6450 · Fire/Medical/Radio Equip	-169.00
	02/13/2024	6235 · Shop, tools, sm equip	-881.94
	02/13/2024	6550 · Operational Expense	-44.04
	02/13/2024	6408 · 7-2000 international dump	-686.94
	02/13/2024	6150 · Health Insurance	-740.41
	02/13/2024	6502 · General	<u>-336.53</u>
Total CARD SERVICES			-4,680.75
<b>Culligan Water</b>			
	02/13/2024	6550 · Operational Expense	<u>-53.50</u>
Total Culligan Water			-53.50
<b>Envision</b>			
	02/15/2024	6150 · Health Insurance	<u>0.09</u>
Total Envision			0.09
<b>FEDERAL STEEL</b>			
	02/13/2024	6400 · Maintenance of Equipment	<u>-628.65</u>
Total FEDERAL STEEL			-628.65
<b>Fischer Lumber</b>			
	02/13/2024	6251 · 11-admin	<u>-639.85</u>
Total Fischer Lumber			-639.85
<b>Flight Light Inc.</b>			
	02/13/2024	6501 · Aeronautical	<u>-2,678.25</u>
Total Flight Light Inc.			-2,678.25
<b>IPAA</b>			
	02/13/2024	6680 · Dues/Fees	<u>-1,500.00</u>
Total IPAA			-1,500.00
<b>Jackson Lewis PC</b>			
	02/13/2024	6705 · Legal Fees	<u>-253.00</u>
Total Jackson Lewis PC			-253.00
<b>JL NASH</b>			
	02/13/2024	6550 · Operational Expense	<u>-200.00</u>
Total JL NASH			-200.00
<b>Juneau Associates, Inc.</b>			
	02/13/2024	6704 · Engineering	<u>-270.00</u>
Total Juneau Associates, Inc.			-270.00
<b>Koenig Body and Equipment, Inc</b>			
	02/13/2024	6427 · 25-98 volvo snowplow	<u>-2,607.19</u>

Total Koenig Body and Equipment, Inc			-2,607.19
<b>LOGO IT-LANGA RESOURCE GROUP</b>			
	02/13/2024	6230 · Uniform	<u>-65.81</u>
Total LOGO IT-LANGA RESOURCE GROUP			-65.81
<b>Marxam</b>			
	02/13/2024	6510 · Maintenance of Office Equipment	<u>-10.00</u>
Total Marxam			-10.00
<b>Metro-East Lawn and Snow Services</b>			
	02/13/2024	6240 · Maintenance of Buildings	<u>-1,500.00</u>
Total Metro-East Lawn and Snow Services			-1,500.00
<b>New Deal Deicing</b>			
	02/13/2024	6501 · Aeronautical	<u>-5,417.81</u>
Total New Deal Deicing			-5,417.81
<b>QUILL</b>			
	02/13/2024	6530 · Office Supplies/Furn/Equip	<u>-227.77</u>
Total QUILL			-227.77
<b>Royal Papers</b>			
	02/13/2024	6220 · Janitorial Supplies	<u>-169.05</u>
Total Royal Papers			-169.05
<b>Semcor</b>			
	02/13/2024	6300 · Fuel Farm Maintenance	<u>-1,037.08</u>
Total Semcor			-1,037.08
<b>Stobbs &amp; Sinclair, LTD</b>			
	02/13/2024	6705 · Legal Fees	<u>-3,743.70</u>
Total Stobbs & Sinclair, LTD			-3,743.70
<b>Tanknology Inc.</b>			
	02/13/2024	6300 · Fuel Farm Maintenance	<u>-1,113.50</u>
Total Tanknology Inc.			-1,113.50
<b>Williams Office Products</b>			
	02/13/2024	6510 · Maintenance of Office Equipment	<u>-107.50</u>
Total Williams Office Products			<u>-107.50</u>
<b>TOTAL</b>			<u><u>40,059.20</u></u>

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>	<u>Balance</u>
<b>FARMER'S NATIONAL CO</b>							
	Bill	02/15/2024			6002 · Crop Expenses	<u>17.41</u>	<u>17.41</u>
Total FARMER'S NATIONAL CO						<u>17.41</u>	<u>17.41</u>
<b>TOTAL</b>						<u><u>17.41</u></u>	<u><u>17.41</u></u>

During public participation Julie Kramer with the EAA 864 asked the board if they would consider changing our meeting time to accommodate the chapter. Jim Kramer, Nicholas Hobbs just wanted to give their support for the protentional of Piston Aviation becoming a flight school at the airport.

Unfinished business:

Director Adams presented to the board information for the 140 Water Basin Detention Project. There were 12 bids that was submitted for the project. The low bid was from Precision Excavating and Tiling located in Shipman in the amount of \$39,944.00. Bob Massa with Juneau Associates recommended awarding the bid to Precision. Commissioner Wilson moved to approve the bid. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

West Star leases are still under review with Airport Attorney Sinclair. Commissioner Futrell asked the progress on the new West Star hangar. Director Adams stated they are just slightly behind schedule.

Joe Ord with Piston Aviation gave some updates and some information regarding his business with regards to a new flight school located in the former restaurant building. He wanted to thank Danny, Drake and Jim in helping with the lease and working out the details for the operation. Attorney Sinclair had asked about some insurance limits. Piston's insurance agent, Kent Clark with Clark Insurance answered the questions that Attorney Sinclair bought up regarding Workers Comp and Employers Liability. There was much conversation with all parties involved regarding different topics. After the discussion, Commissioner Futrell moved to approve the lease with Piston Aviation. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

Airport Attorney Sinclair updated the Board on the past due balance of the former restaurant, Cayden's Café. The past due amount is \$41,858.92. He will be filing more paperwork with the county. More information will be available at March's board meeting.

Director Adams would like board approval on adopting Standard Rates and Charges. This includes but limited to fuel related fees, administrative costs, and rental fees. Commissioner LaMarsh moved to approve the Standard Rates and Charges. Commissioner Wilson seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

There was no discussion on development during this meeting.

Commissioner LaMarsh gave a detailed report on the annual review of the succession plan policy. He interviewed Director Adams and Assistant Director Blackwell. Commissioner Futrell asked for copies of the review.

Discussion regarding the Airport Director Employment Agreement was in closed session later in the meeting.

Under new business:

Director Adams would like board approval on the hiring of 4 seasonal summer students. Commissioners Futrell and Herzog asked if that would help with covering overtime. Director Adams stated no, that summer help just assists in mowing, weed eating, etc. Commissioner LaMarsh moved to hire the seasonal help. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye

Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

Director Adams asked for approval on hiring Attorney Tom Berry to help with the Union Collective Bargaining Agreement. This is a board recommendation, just needing official vote. His rates will be \$400.00 per hour, which is a reduced rate. Commissioner Futrell moved to hire Attorney Berry. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

Assistant Director Blackwell briefed the board on the Fuel Farm Maintenance and Service Agreement. The companies that proposed bids will do the maintenance required. They are insured and licensed. We received 3 quotes. Assistant Director Blackwell recommended United Petroleum Services in the amount of \$24,781.97. Commissioner Herzog moved to approve the quote from United Petroleum. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

There was no discussion/action taken on the resolution for Utility Agreement during the meeting.

Commissioner Keister, Commissioner Futrell and Commissioner Wilson will be the members of the Budget Planning Committee for the 2024-2025 fiscal year.

Airport Director's report: None

Chairman Kelly asked the board for a motion to proceed into executive session with all board members, and Attorney Sinclair before including Airport Director. Commissioner Baileygaines moved to proceed into executive session for discussion on Airport Directors Employment Agreement at 5:54 pm. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

Commissioners returned to open session at 6:52 p.m. Commissioner Baileygaines moved to approve the Airport Directors 3 year contract, with the first year being a 7% raise and the additional two years a minimum of 3%. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

The motion passed by a unanimous vote of the Board in favor.

There being no further business to come before the Board, the meeting was adjourned.

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**Matt Kelly**

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**Robert LaMarsh**

\_\_\_\_\_  
**Chris Herzog**

\_\_\_\_\_  
**Steve Futrell**

\_\_\_\_\_  
**Brian Keister**

\_\_\_\_\_  
**Amber Baileygaines**

\_\_\_\_\_  
**Dave Wilson**