

MINUTES OF A REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
ST. LOUIS REGIONAL AIRPORT
April 20, 2023

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 April 20, 2023 at the hour of 4:30 P.M. On call of the roll, the following Commissioners answered present: Robert LaMarsh, Steve Futrell, Brian Keister, Chris Herzog, Matt Kelly and Dave Wilson were present. Also, present: Airport Director Danny Adams, Accounts Payable Crystal Geisen, Accounts Receivable Denine Anderson and Attorney James Sinclair. Commissioner Amber Baileygaines was absent.

Guests at the meeting were: Barry Stolz with Hanson, Terri Keister with Bethalto Chamber of Commerce, and Mayor Tom Stalcup with the City of Wood River.

Commissioner Kelly presented the minutes of the Executive Board Meeting February 16, 2023. Commissioner LaMarsh moved to approve the minutes. 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Commissioner Kelly presented the minutes of the Regular Board Meeting March 16, 2023. Commissioner Keister 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Commissioner Kelly presented the minutes of the Executive Board Meeting March 16, 2023. Commissioner Keister 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Commissioner Kelly presented the financial statements for the tenth month of fiscal year 2022/2023. Commissioner Wilson moved to approve the statements as printed. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye

Commissioner Futrell: Aye
 Commissioner Keister: Aye
 Commissioner Baileygaines: Absent
 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 Wilson moved to approve the accounts payable. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Expenses paid prior to meeting:

	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
ACE HARDWARE				
	04/05/2023		6450 · Fire-Radio Equip	-15.18
	04/05/2023		6265 · T-hangar	-15.96
	04/05/2023		6660 · Cash Discounts	<u>3.12</u>
Total ACE HARDWARE				-28.02
BETHALTO WATER DEPT				
	04/05/2023		6732 · Water	-167.46
	04/05/2023		6241 · 1-restaurant	<u>-28.75</u>
Total BETHALTO WATER DEPT				-196.21
BUDGET SIGNS				
	03/23/2023		6300 · Fuel Farm Maintenance	<u>-196.50</u>
Total BUDGET SIGNS				-196.50
Charter Business				
	04/01/2023		6550 · Operational Expense	-103.86
	04/01/2023		6711 · Office/Internet	<u>-89.97</u>
Total Charter Business				-193.83
Delta Dental				
	04/01/2023		6150 · Health Insurance	<u>-664.33</u>
Total Delta Dental				-664.33
Envision				
	03/31/2023		6150 · Health Insurance	-466.51
	03/31/2023		6150 · Health Insurance	-10.00
	03/31/2023		6150 · Health Insurance	-52.05
	03/31/2023		6150 · Health Insurance	-13.74
	03/31/2023		6150 · Health Insurance	-159.26
	03/31/2023		6150 · Health Insurance	-105.00
	03/31/2023		6150 · Health Insurance	-20.00
	03/31/2023		6150 · Health Insurance	-58.78
	03/31/2023		6150 · Health Insurance	-148.91
	03/31/2023		6150 · Health Insurance	-75.00
	03/31/2023		6150 · Health Insurance	-5.86
	03/31/2023		6150 · Health Insurance	-189.64
	03/31/2023		6150 · Health Insurance	-85.00
	03/31/2023		6150 · Health Insurance	-25.00

	03/31/2023	6150 · Health Insurance	-43.68
	03/31/2023	6150 · Health Insurance	-45.00
	03/31/2023	6150 · Health Insurance	-15.00
	03/31/2023	6150 · Health Insurance	-36.10
	04/05/2023	6150 · Health Insurance	<u>-110.00</u>
Total Envision			-1,664.53
Jackson Lewis PC			
	03/24/2023	6705 · Legal Fees	80.00
	03/24/2023	6705 · Legal Fees	<u>-80.00</u>
Total Jackson Lewis PC			0.00
John Deere Financial			
	04/05/2023	6411 · 10-12 john deere 7330	-730.47
	04/05/2023	6406 · 5-97 john deere 6400	<u>-164.17</u>
Total John Deere Financial			-894.64
LOGO IT-LANGA RESOURCE GROUP			
	04/05/2023	6230 · Uniform	<u>-347.50</u>
Total LOGO IT-LANGA RESOURCE GROUP			-347.50
PETTY CASH-SLRA			
	03/23/2023	6722 · Meals	-165.21
	03/23/2023	6220 · Janitorial Supplies	-4.81
	03/23/2023	6540 · Vending Expense	-38.78
	03/23/2023	6550 · Operational Expense	-52.92
	03/23/2023	6530 · Office Supplies/Furn/Equip	-23.43
	04/05/2023	6220 · Janitorial Supplies	-4.50
	04/05/2023	6550 · Operational Expense	-10.50
	04/05/2023	6530 · Office Supplies/Furn/Equip	-39.13
	04/05/2023	6540 · Vending Expense	-29.15
	04/05/2023	6230 · Uniform	-93.66
	04/05/2023	6722 · Meals	<u>-29.00</u>
Total PETTY CASH-SLRA			-491.09
PRINCIPAL			
	04/05/2023	6165 · Life Insurance	-162.60
	04/05/2023	6160 · Disability Insurance	<u>-1,629.17</u>
Total PRINCIPAL			-1,791.77
Republic Services			
	03/31/2023	6550 · Operational Expense	-120.37
	04/03/2023	6550 · Operational Expense	<u>-252.58</u>
Total Republic Services			-372.95
SOUTHWESTERN ELECTRIC			
	04/05/2023	6731 · Electric	<u>-352.37</u>
Total SOUTHWESTERN ELECTRIC			-352.37
St Louis Automatic Door			
	03/23/2023	6620 · Security & Equipment	<u>-9,948.31</u>
Total St Louis Automatic Door			-9,948.31
United Health Care			
	04/06/2023	6150 · Health Insurance	<u>10,206.11</u>
Total United Health Care			10,206.11
Village of Bethalto			
	04/05/2023	demo 164 E McArthur 6680 · Dues/Fees	-60.00
	04/06/2023	6180-2 · Community	<u>-10.00</u>
Total Village of Bethalto			-70.00
VSP			
	04/05/2023	6150 · Health Insurance	<u>-231.22</u>
Total VSP			<u>-231.22</u>
			<u><u>27,649.38</u></u>

Expenses Approved:

AAAE

		Contract Tower Inv#		
	04/11/2023	23USCTA186503	6680 · Dues/Fees	<u>3,000.00</u>
Total AAAE				3,000.00

AMERENIP

	04/11/2023		6731 · Electric	<u>5,312.45</u>
Total AMERENIP				5,312.45

American Quality Fencing

	04/13/2023		6502 · General	<u>3,708.00</u>
Total American Quality Fencing				3,708.00

Arrow Signs & Outdoor Advertising, Inc.

	04/11/2023		6182 · Sign - Marquee	<u>450.00</u>
Total Arrow Signs & Outdoor Advertising, Inc.				450.00

AT & T

	04/11/2023		6711 · Office/Internet	<u>95.63</u>
Total AT & T				95.63

Banner Fire Equipment

	04/12/2023		6450 · Fire-Radio Equip	<u>336.00</u>
Total Banner Fire Equipment				336.00

BETHALTO WATER DEPT

	04/11/2023		6732 · Water	<u>151.52</u>
Total BETHALTO WATER DEPT				151.52

BUDGET SIGNS

	04/11/2023		6180 · Advertising/Marketing	70.00
	04/11/2023		6550 · Operational Expense	<u>18.75</u>
Total BUDGET SIGNS				88.75

CARD SERVICES

	04/11/2023		6711 · Office/Internet	255.19
	04/11/2023		6680 · Dues/Fees	294.00
	04/11/2023		6235 · Shop, tools, sm equip	73.72
	04/11/2023	metal	6251 · 11-admin	798.48
	04/11/2023		6520 · Meetings/Seminars	1,845.00
	04/11/2023		6550 · Operational Expense	111.73
	04/11/2023		6722 · Meals	27.73
	04/11/2023		6180-3 · Internet/Website	<u>5.00</u>
Total CARD SERVICES				3,410.85

CBA Lighting

	04/11/2023		6501 · Aeronautical	<u>174.57</u>
Total CBA Lighting				174.57

Culligan Water

	04/11/2023		6550 · Operational Expense	<u>40.00</u>
Total Culligan Water				40.00

D & D Tire

	04/11/2023		6406 · 5-97 john deere 6400	<u>31.67</u>
Total D & D Tire				31.67

Dealers Electrical Supply

	04/11/2023		6501 · Aeronautical	<u>312.26</u>
Total Dealers Electrical Supply				312.26

DJ Howard and Associates

	04/11/2023	By chriop. clinic	6701 · Appraisals	<u>2,400.00</u>
Total DJ Howard and Associates				2,400.00

GRP WEGMAN

	04/11/2023		6501 · Aeronautical	236.66
	04/18/2023		6501 · Aeronautical	<u>336.66</u>
Total GRP WEGMAN				573.32
Heartland Bank				
	04/19/2023	3521 WS	3100 · Bond Payable	240,000.00
	04/19/2023	3521 WS	7226 · Bond Interest Expense	118,282.50
	04/19/2023	3521 WS	7227 · Paying Agent Bond Fees	<u>500.00</u>
Total Heartland Bank				358,782.50
HWH Environmental				
	04/19/2023	removal of old fire foam	8100 · Contingency	<u>4,250.00</u>
Total HWH Environmental				4,250.00
ILLINOIS MUNICIPAL RETIREMENT FUND				
	04/07/2023		6581 · IMRF	<u>5,847.70</u>
Total ILLINOIS MUNICIPAL RETIREMENT FUND				5,847.70
JL NASH				
	04/18/2023		6550 · Operational Expense	<u>400.00</u>
Total JL NASH				400.00
LOGO IT-LANGA RESOURCE GROUP				
	04/17/2023		6230 · Uniform	<u>45.00</u>
Total LOGO IT-LANGA RESOURCE GROUP				45.00
LOWES				
	04/11/2023	block wall	6251 · 11-admin	<u>149.59</u>
Total LOWES				149.59
MCKAY				
	04/11/2023		6416 · 15-22 exmark	62.97
	04/11/2023		6410 · 9-09 john deere 1445	13.83
	04/11/2023		6411 · 10-12 john deere 7330	26.97
	04/11/2023		6406 · 5-97 john deere 6400	98.05
	04/11/2023		6235 · Shop, tools, sm equip	<u>15.98</u>
Total MCKAY				217.80
Midwest Occupational Medicine				
	04/11/2023		6551 · Employee Assistance Program	<u>299.00</u>
Total Midwest Occupational Medicine				299.00
Motorola Solutions Inc.				
	04/18/2023	refund cancelled phone system	7030 · Other Income	<u>-234.00</u>
Total Motorola Solutions Inc.				-234.00
MTS				
	04/12/2023		6416 · 15-22 exmark	<u>2,361.79</u>
Total MTS				2,361.79
Neumayer Equipment				
	04/18/2023	fuel tank in vault	6735 · Capital Improvements	<u>48,510.05</u>
Total Neumayer Equipment				48,510.05
PART STOP				
	04/11/2023		6426 · 24-92 chevrolet	9.32
	04/11/2023		6404 · 3-92 Ford f-350	24.93
	04/11/2023		6408 · 7-2000 international dump	24.93
	04/11/2023		6235 · Shop, tools, sm equip	<u>7.50</u>
Total PART STOP				66.68
PRINCIPAL				

	04/18/2023	Deposit	7015 · Dividend Income	<u>-149.12</u>
Total PRINCIPAL				-149.12
QUILL				
	04/11/2023		6530 · Office Supplies/Furn/Equip	325.12
	04/11/2023		6550 · Operational Expense	15.54
	04/19/2023		6530 · Office Supplies/Furn/Equip	<u>56.99</u>
Total QUILL				397.65
SAMS CLUB				
	04/11/2023		6220 · Janitorial Supplies	19.98
	04/11/2023		6540 · Vending Expense	<u>101.70</u>
Total SAMS CLUB				121.68
Sherwin-Williams				
	04/17/2023		6501 · Aeronautical	<u>72.92</u>
Total Sherwin-Williams				72.92
ST LOUIS REGIONAL AIRPORT				
	04/18/2023	Deposit	5040 · Vending Machine	-260.00
	04/19/2023	W S Payment	5500 · Transfer of Funds-Revenue	<u>358,782.50</u>
Total ST LOUIS REGIONAL AIRPORT				-
				359,042.50
Stobbs, Sinclair, & Livingston, LTD				
	04/11/2023		6705 · Legal Fees	<u>3.93</u>
Total Stobbs, Sinclair, & Livingston, LTD				3.93
Village of Bethalto				
	04/17/2023		6180-2 · Community	<u>10.00</u>
Total Village of Bethalto				10.00
Waltco				
	04/11/2023		6235 · Shop, tools, sm equip	<u>296.95</u>
Total Waltco				296.95
WILLIE'S TIRE SHOP				
	04/11/2023		6410 · 9-09 john deere 1445	<u>180.00</u>
Total WILLIE'S TIRE SHOP				180.00
Wood River Glass				
	04/11/2023		6404 · 3-92 Ford f-350	41.00
	04/11/2023		6422 · 20-02 international snowplow	41.00
	04/11/2023		6426 · 24-92 chevrolet	<u>41.00</u>
Total Wood River Glass				123.00
				<u><u>82,795.64</u></u>
Heartland Bank				
	04/19/2023		7226 · Bond Interest Expense	-
Total Heartland Bank				<u>38,475.00</u>
				-
				<u><u>38,475.00</u></u>

Unfinished business:

Commissioner Keister moved at 4:35 P.M. to proceed into executive session to discuss personnel matters pursuant to 5 ILCS 120(2)(c)(1). Included in the is session were Airport Attorney James Sinclair, Attorney for Mr. Lawson, Mr. Lawson, Airport Director and the Board of Commissioners. 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:	Aye

Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

The Commissioners returned to public session at 5:20 P.M.

Commissioner Keister moved to terminate Mr. Lawson's employment with the St. Louis Regional Airport. 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

There was no action taken on The Hangar Emporium Lease at this time.

The budget is the same concept as last year other than the ordinance categories are condensed. We will have more flexibility moving line items money around if need be. Commissioner Keister stated it is much more understandable with combining the line items on the ordinance. There were no budget questions at this time.

Commissioner LaMarsh moved to approve the presented Airport Technology Policy. 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Under new business:

Director Adams presented a new policy that will be done annually. This policy states that airport policies will be reviewed annually. Commissioner LaMarsh would like a signature and date of review added to the policy presented. Commissioner Futrell moved to approve the presented Policy Review Policy. 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

The Director has meet with a very interested party in renting the restaurant building. She has a plan and has been meeting with potential vendors. A draft lease has been sent to counsel for review. Airport Director is looking for possible good used cooler/freezers as an option for the much-needed replacement of the old current ones. We will be using the Bethalto Facade Grant to help with the needed upgrades and repairs. Airport Director will work on the final information that the board would like to have from this potential tenant. Commissioner Futrell moved to approve spending up to \$75,000 on the restaurant for what is needed for it to be operational. In the \$75,000 is the grant from Bethalto for \$25,000. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Director Adams discussed the present conditions of all three buildings of the former Hangar Emporium. Director Adams stated buildings 1 and 3 are in very bad state. Building 3 should be torn down and building 1 has no water. He has had some interest in building 2 but nothing firm. Commissioner Wilson asked if it would be better as vacant land. Commissioner LaMarsh asked if building 1 could be used for storage only. Director Adams stated one needs electrical work and the other needs much more. No action was taken at this time.

Director Adams brought to the board some proposed changes to the expiring T & E Coin lease. The current lease is due to expire and right now he is not paying taxes. He has been a tenant since 2011. They discussed some of the other leases in the complex. They will be changing the lease to included the taxes and with rent adjustments. Director Adams will talk with the tenant and if all changes are acceptable, he will bring back to the board for approval.

Director Adams updated the Commissioners on the damage from two recent wind storms. The first storms were March 31 and the second was April 15. He is asking to use contingency to pay for the removal of the trees that were damaged at the cedar house. Commissioner Futrell moved to approve the removal from contingency. 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams is asking for approval of using \$4,250 from contingency to pay for the removal of old foam/dry chem. This has been in storage forever and it really needs to be environmentally removed. Commissioner Keister moved to approve the removal. 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:	Aye

Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams would like to replace one of the garage doors in the maintenance bay. This door is original to the building, the other two larger ones have already been replaced. Director Adams is asking for the approval of Red's Garage Doors in the amount of \$8,917.71. Commissioner Keister moved to approved the bid. 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams is wanting to replace the windows in the maintenance bay. These windows are the same as the garage door, original to the building. Single pane with no insulation. Director Adams is asking for the approval of Bethalto Glass in the amount of \$15,957. Commissioner LaMarsh moved to approved the bid. 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams presented some potential lease information. Commissioner Keister moved to approve the \$.21 per square foot rate for lease expansion plans for West Star. 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:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

There was no action taken on letter from the union regarding payroll schedule.

Director Adams had been thinking about item 7 K on the agenda in new business before the he letter regarding the payroll schedule was sent to the board. He is asking the board for a \$1000 bonus from next year's fiscal budget to be given to the 9 employees. Director Adams stated they have been through 5 management changes and have picked up additional job duties. The employees also have helped him with transition in the absence of the assistant director position. There was some discussion with the board about different options and possible changes regarding the bonus. Commissioner Keister moved to approve the bonus in June for the 9 employees.

Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Aye
Commissioner Futrell:	No
Commissioner Keister:	Aye
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Airport Directors Report:

- March Traffic Count
- Summer Help – started in April
- Auditor Engagement Letter
- Wayside Estates Development – pending the approval of upcoming budget, looking to finalize an RFP so solicit services from developers for Wayside Estates.

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

Matt Kelly

Robert LaMarsh

Chris Herzog

Steve Futrell

Brian Keister

Amber Baileygaines

Dave Wilson