

MINUTES OF A SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS OF THE
ST. LOUIS REGIONAL AIRPORT
April 21, 2022

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 21, 2022 at the hour of 4:30 P.M. On call of the roll, the following Commissioners answered present: Wendell Ross, Robert LaMarsh, Steve Futrell, Brian Keister, and Cody Hinkle were present. Also, present: Airport Director Danny Adams, Interim Director Robert McDaniel, Accounts Payable Crystal Geisen, Accounts Receivable Denine Anderson and Attorney David Livingstone. Commissioner Herzog was absent.

Guests at the meeting were: Barry Stolz with Hanson, Bridget Viehweg, Mark Nelson and Brian Dolan with Benefit Compliance Solutions, Amy Viehman, tenant and Cora Miller, Public.

Commissioner Ross presented the minutes of the Special Session Board Meeting March 3, 2022 the Special Session Board Meeting March 8, 2022 and the Regular Board Meeting March 17, 2022. Commissioner Hinkle moved to approve the minutes. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

Commissioner Ross presented the financial statements for the eleventh month of fiscal year 2021/2022. Commissioner Futrell 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 Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

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

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

The following bills were approved for April 2022:

	<u>Date</u>	<u>Account</u>	<u>Amount</u>
ACE HARDWARE	04/07/2022	6501 · Aeronautical	43.13
	04/07/2022	6251 · 11	357.90

	04/07/2022	6660 · Cash Discounts	<u>-37.07</u>
Total ACE HARDWARE			363.96
ALTON EQUIPMENT RENTAL			
	04/14/2022	6235 · Shop, tools, sm equip	<u>167.79</u>
Total ALTON EQUIPMENT RENTAL			167.79
AMERENIP			
	04/12/2022	6731 · Electric	1,147.62
	04/12/2022	6731 · Electric	945.93
	04/12/2022	6731 · Electric	1,295.22
	04/12/2022	6731 · Electric	43.23
	04/12/2022	6731 · Electric	149.36
	04/12/2022	6731 · Electric	61.91
	04/12/2022	6731 · Electric	891.42
	04/12/2022	6731 · Electric	64.43
	04/12/2022	6731 · Electric	<u>675.70</u>
Total AMERENIP			5,274.82
AT & T			
	04/01/2022	6712 · Cellular	57.20
	04/12/2022	6711 · Office/Internet	72.12
	04/21/2022	6712 · Cellular	<u>57.09</u>
Total AT & T			186.41
BETHALTO WATER DEPT			
	04/01/2022	6732 · Water	176.75
	04/19/2022	6732 · Water	<u>235.21</u>
Total BETHALTO WATER DEPT			411.96
BJC Heathcare			
	04/12/2022	6150 · Health Insurance	15.00
	04/19/2022	6150 · Health Insurance	<u>323.63</u>
Total BJC Heathcare			338.63
CARD SERVICES			
	03/30/2022	7030 · Other Income	-18.43
	03/30/2022	7030 · Other Income	-349.99
	04/12/2022	6415 · 14	90.44
	04/12/2022	6300 · Fuel Farm Maintenance	1,223.50
	04/12/2022	6723 · Travel	-278.96
	04/12/2022	8010 · Other Expenses	7.47
	04/12/2022	6680 · Dues/Fees	124.69
	04/12/2022	6530 · Office Supplies/Furn/Equip	45.28
	04/12/2022	6265 · T-hangar	570.68
	04/12/2022	6450 · Fire-Radio Equip	<u>1,685.31</u>
Total CARD SERVICES			3,099.99
Charter Business			
	04/01/2022	6550 · Operational Expense	110.96
	04/01/2022	6711 · Office/Internet	<u>252.30</u>
Total Charter Business			363.26
CLEARY'S SHOES AND BOOTS			
	04/19/2022	6230 · Uniform	<u>131.74</u>
Total CLEARY'S SHOES AND BOOTS			131.74
Clinical Radiologists			
	04/12/2022	6150 · Health Insurance	<u>29.70</u>
Total Clinical Radiologists			29.70
Culligan Water			
	04/12/2022	6550 · Operational Expense	<u>30.00</u>
Total Culligan Water			30.00
D & D Tire			

	04/01/2022	6400 · Maintenance of Equipment	-272.47
	04/12/2022	6426 · 24	618.00
	04/12/2022	6414 · 13	<u>233.00</u>
Total D & D Tire			578.53
Delta Dental			
	04/01/2022	6150 · Health Insurance	<u>581.48</u>
Total Delta Dental			581.48
Envision			
	03/31/2022	6150 · Health Insurance	13.42
	03/31/2022	6150 · Health Insurance	10.00
	03/31/2022	6150 · Health Insurance	
	03/31/2022	6150 · Health Insurance	24.74
	03/31/2022	6150 · Health Insurance	40.93
	03/31/2022	6150 · Health Insurance	517.53
	03/31/2022	6150 · Health Insurance	5.00
	03/31/2022	6150 · Health Insurance	45.00
	03/31/2022	6150 · Health Insurance	284.28
	03/31/2022	6150 · Health Insurance	499.00
	03/31/2022	6150 · Health Insurance	33.07
	03/31/2022	6150 · Health Insurance	1,431.20
	03/31/2022	6150 · Health Insurance	89.51
	03/31/2022	6150 · Health Insurance	189.00
	04/07/2022	6150 · Health Insurance	<u>90.00</u>
Total Envision			3,272.68
F P Mailing Solutions			
	04/19/2022	6554 · Postage	<u>200.00</u>
Total F P Mailing Solutions			200.00
GRP WEGMAN			
	04/12/2022	6272 · 24- Service Master	<u>2,466.26</u>
Total GRP WEGMAN			2,466.26
ILLINOIS MUNICIPAL RETIREMENT FUND			
	03/29/2022	6581 · IMRF	<u>5,478.70</u>
Total ILLINOIS MUNICIPAL RETIREMENT FUND			5,478.70
Illinois Public Risk Fund			
	04/07/2022	6145 · Workers Comp Ins	<u>2,572.00</u>
Total Illinois Public Risk Fund			2,572.00
Jewett Roofing Co.			
	04/13/2022	8100 · Contingency	<u>52,019.46</u>
Total Jewett Roofing Co.			52,019.46
JL NASH			
	04/12/2022	6550 · Operational Expense	<u>600.00</u>
Total JL NASH			600.00
Lakesdie Roofing Co. Inc.			
	04/13/2022	6242 · 2	<u>889.00</u>
Total Lakesdie Roofing Co. Inc.			889.00
LOWES			
	04/12/2022	6251 · 11	<u>1,715.05</u>
Total LOWES			1,715.05
MADISON COUNTY FIRE CHIEFS ASSOC			
	04/07/2022	6680 · Dues/Fees	<u>360.00</u>
Total MADISON COUNTY FIRE CHIEFS ASSOC			360.00
MCKAY			
	04/12/2022	6404 · 3	13.99
	04/12/2022	6416 · 15	118.92

	04/12/2022	6410 · 9	72.67
	04/12/2022	6406 · 5	87.27
	04/12/2022	6400 · Maintenance of Equipment	<u>169.77</u>
Total MCKAY			462.62
Metro-East Lawn and Snow Services			
	04/12/2022	6502 · General	<u>250.00</u>
Total Metro-East Lawn and Snow Services			250.00
MH Sales			
	04/12/2022	6220 · Janitorial Supplies	<u>121.74</u>
Total MH Sales			121.74
Neumayer Equipment			
	04/12/2022	6300 · Fuel Farm Maintenance	<u>501.11</u>
Total Neumayer Equipment			501.11
PART STOP			
	04/12/2022	6415 · 14	2.56
	04/12/2022	6408 · 7	610.00
	04/12/2022	6404 · 3	271.46
	04/12/2022	6426 · 24	<u>28.75</u>
Total PART STOP			912.77
PETTY CASH-SLRA			
	03/24/2022	6550 · Operational Expense	15.21
	03/24/2022	6540 · Vending Expense	68.72
	03/24/2022	6220 · Janitorial Supplies	2.50
	03/24/2022	6530 · Office Supplies/Furn/Equip	28.96
	03/24/2022	8010 · Other Expenses	100.00
	03/24/2022	6723 · Travel	28.71
	04/20/2022	6180-2 · Community	9.90
	04/20/2022	6550 · Operational Expense	31.00
	04/20/2022	6150 · Health Insurance	90.00
	04/20/2022	6230 · Uniform	124.61
	04/20/2022	6540 · Vending Expense	<u>42.66</u>
Total PETTY CASH-SLRA			542.27
PRINCIPAL			
	03/30/2022	7015 · Dividend Income	<u>-149.12</u>
Total PRINCIPAL			-149.12
QUILL			
	04/12/2022	6530 · Office Supplies/Furn/Equip	<u>95.98</u>
Total QUILL			95.98
Republic Services			
	04/07/2022	6550 · Operational Expense	<u>232.10</u>
Total Republic Services			232.10
Riverbender.com Community Center			
	04/12/2022	6180-3 · Internet/Website	<u>50.00</u>
Total Riverbender.com Community Center			50.00
ROBERT SANDERS WASTE			
	04/19/2022	6267 · 25-Allstate 12/21/2017	30.09
	04/19/2022	6268 · 25-Diamond Nails	30.09
	04/19/2022	6269 · 25-Edwards Jones	30.09
	04/19/2022	6270 · 25-T & E Coins	<u>30.10</u>
Total ROBERT SANDERS WASTE			120.37
SE Emergencv Phys. Memphis			
	04/12/2022	6150 · Health Insurance	<u>39.37</u>
Total SE Emergencv Phys. Memphis			39.37
SOUTHWESTERN ELECTRIC			
	04/07/2022	6731 · Electric	9.44

	04/07/2022	6731 · Electric	<u>51.86</u>
Total SOUTHWESTERN ELECTRIC			61.30
Stobbs, Sinclair, & Livingston, LTD			
	04/12/2022	6705 · Legal Fees	<u>1,711.50</u>
Total Stobbs, Sinclair, & Livingston, LTD			1,711.50
Stutz Excavating Inc.			
	04/13/2022	6502 · General	<u>32,800.00</u>
Total Stutz Excavating Inc.			32,800.00
VSP			
	04/07/2022	6150 · Health Insurance	<u>177.43</u>
Total VSP			177.43
Wood River Glass			
	04/12/2022	6422 · 20	41.00
	04/12/2022	6426 · 24	41.00
	04/12/2022	6404 · 3	<u>41.00</u>
Total Wood River Glass			123.00
Wood River Printing			
	04/12/2022	6550 · Operational Expense	<u>62.00</u>
Total Wood River Printing			62.00
TOTAL			<u><u>119,245.86</u></u>

Unfinished business:

There was only a brief discussion on the 5.5 since Commissioner Herzog was absent. Attorney Livingstone stated if we do a loan this will all be on us. This may need to be discussed with West Star. This item will be discussed more at the May meeting.

The Rebuild Illinois Grant is approved, this will not take place until summer of 2023. This item will be removed from the agenda and presented again when progress is moving forward.

Hanson Engineers are able to provide IDOT approved appraisers for the following parcels:

- Audubon Acres “pool encroachment” piece (appraisal for sale);
- Audubon Acres other parcel to be surveyed (appraisal for sale);
- Edwardsville FAA Outer Marker property ~8 acres (appraisal for sale);
- Chiropractor Building (appraisal for sale);
- Cedar Street house (appraisal for sale);
- Restaurant (appraisal for lease); and
- Land between QT and Arby’s (appraisal for ground lease).

Commissioner Futrell moved to approve Hanson Engineers to provide appraisal services. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

Airport Director Danny will reach out to see when the appraisals can be completed. The total cost would be approximately \$31,000 for the appraisals and the reviews. Attorney Livingstone stated we need to publish in paper for the property we are selling.

The airport received a bid for the roof on Cedar Street in the amount around \$23,000. Before we do any roof repairs or replacement, we will see what the appraisal states and proceed from there. Amy, the current tenant is possibly interested in purchasing the property at a fair price. This house does need a lot of work so once the appraisal is done, we will reach out to her.

Interim Director McDaniel gave a brief report on the restaurant. We have three potential interested parties. We are going to go out for an RFP to see if there are any others interested in leasing the building. Commissioner Ross would like for us to sell all equipment, have no furnishings and require a security deposit. Interim Director McDaniel stated he will take this on a special project and report back at next board meeting.

The abandoned aircraft sold for \$24,600.00 The new owner may rent the hangar for a couple of months to work on the aircraft.

The clearing of vegetation is all complete. There were some minor repairs that needed to be addressed concerning neighbor's yard. Danny will contact Stutz for those repairs.

Attorney Livingstone stated he is still chipping away at reviewing the leases. He said what we have is not bad and he will continue to work on this project.

Director Adams provided a list on some of the priority projects. He will present these in his Airport Director's report each month.

We received no bids on time for the purchase of a new SUV for the Airport Director. Roberts Ford had called on several occasions regarding the needs of the airport on this. Director Adams called and got the final quote from them. This will take around 4 weeks to arrive and the cost will be \$39,500.00. As of this time we will keep the Malibu until the SUV arrives. Commissioner Futrell is concerned about keeping it because of all the prior abuse of airport vehicles. Director Adams is aware of the previous staff. Commissioner Keister moved to approve the purchase of the SUV from Roberts Ford. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

Commissioner LaMarsh moved to rescind the sale of the Malibu. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

Director Adams is waiting on bids for the purchase of a skid steer. The following funds will be used for the purchase: 2018 bond for the unit itself, the capital equipment account for some of the accessories and the sale of plane, etc. for the purchase of the brush cat and contingency for the forestry cutter. Commissioner Keister moved to approve the purchase of the skid steer and accessories not to exceed the amount of \$180,350.00. Commissioner

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

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

Commissioner Hinkle moved to approve the addition of the Juneteenth holiday for all employees. Madison County has also added the holiday for their employees. Commissioner LaMarsh seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

The foam cart will be put on the agenda 3 months from now. The airport has received one quote. Director Adams is going to look at other options.

There was no discussion on the spending limits since this is included in a policy.

The Airport Firearm Policy will be addressed at the May meeting. All reloads have been removed at this time.

New Business:

Commissioner Futrell moved to approve the redefining and filing of the second management position. Commissioners Hinkle and Futrell will help with the application process and review. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

Commissioner Keister moved to approve the Airport Vehicle Use Policy. Commissioner Ross seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye

Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

The Airport has received three quotes for replacing the roof at the strip mall. Leaks have been an ongoing issue and they need to be addressed. Commissioner Futrell moved to approve the full replacement for the quote of \$21,375.00 including wood from John Beal. Commissioner LaMarsh seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

Commissioner Keister moved to make a budget line-item adjustment to cover overages of maintenance of buildings and fuel farm. We are moving \$10,000 from land and runway to fuel farm maintenance and moving \$3,000 from adv, \$4,000 from main of equipment, \$7,500 from grounds, \$7,000 from real estate taxes and \$6,500 from AIP to maintenance of buildings. This is a total amount of \$38,000 to cover costs. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

The replacement of Unit #15 will be on June's agenda.

Commissioner Keister moved Director Adams to attend the Great Lakes Chapter AAAE conference not to exceed \$3,000.00. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

The FY 2022-2023 budget will be on the May agenda.

Commissioner Futrell moved renumber Ordinance 2020-1 to 2020-1a. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

Commissioner Futrell moved to switch our liability agent to Brian with Benefit Compliance Solutions. They are working on all new quotes for the airport also. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	aye

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

Commissioner Futrell moved to approve the West Star Airport Access and User Agreement. Commissioner Hinkle seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Herzog-	absent
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Hinkle-	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.

Wendell Ross

Robert LaMarsh

Chris Herzog

Steve Futrell

Brian Keister

Cody Hinkle