

MINUTES OF A REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
ST. LOUIS REGIONAL AIRPORT
August 18, 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 August 18, 2022 at the hour of 4:30 P.M. On call of the roll, the following Commissioners answered present: Robert LaMarsh, Steve Futrell, Brian Keister, Matt Kelly, Chris Herzog and Amber Baileygaines were present. Also, present: Airport Director Danny Adams, Accounts Payable Crystal Geisen, Accounts Receivable Denine Anderson and Attorney David Livingstone.

Guests at the meeting were: Barry Stolz with Hanson, Terri Keister with Bethalto Chamber of Commerce, Bridget Viehweg with Benefit Compliance Solutions, Julie Kramer with EAA 864, David Highlander and Larry Schmitt, current farmers, Alan Helmkamp, Ken Balsters, Chris Byron, David Hyten, Clay and Joyce Brueggman with the pubic.

Commissioner Kelly presented the minutes of the Regular Board Meeting July 21, 2022. 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 Kelly-	aye
Commissioner Baileygaines-	aye

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

Commissioner Kelly presented the financial statements for the second month of fiscal year 2022/2023. Commissioner LaMarsh 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 Kelly-	aye
Commissioner Baileygaines-	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 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 Kelly-	aye
Commissioner Baileygaines-	aye

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

The following bills were paid prior to meeting:

	Date	Memo	Account	Amount
ACE HARDWARE	08/01/2022		6235 · Shop, tools, sm equip	118.92
	08/01/2022		6265 · T-hangar	3.98
	08/01/2022		6501 · Aeronautical	59.88

	08/01/2022	6251 · 11	30.54
	08/01/2022	6502 · General	23.85
	08/01/2022	6241 · 1	380.02
	08/01/2022	6660 · Cash Discounts	<u>-59.52</u>
Total ACE HARDWARE			557.67
AT & T			
	08/01/2022	6712 · Cellular	<u>57.68</u>
Total AT & T			57.68
Bethalto Chamber of Commerce			
	08/01/2022	6680 · Dues/Fees	<u>200.00</u>
Total Bethalto Chamber of Commerce			200.00
BETHALTO WATER DEPT			
	08/01/2022	6732 · Water	110.67
	08/01/2022	6241 · 1	<u>53.34</u>
Total BETHALTO WATER DEPT			164.01
Charter Business			
	08/01/2022	6550 · Operational Expense	104.96
	08/01/2022	6711 · Office/Internet	<u>252.25</u>
Total Charter Business			357.21
Delta Dental			
	08/01/2022	6150 · Health Insurance	<u>637.60</u>
Total Delta Dental			637.60
Envision			
	07/31/2022	6150 · Health Insurance	2.43
	07/31/2022	6150 · Health Insurance	66.07
	07/31/2022	6150 · Health Insurance	1,519.25
	07/31/2022	6150 · Health Insurance	33.67
	07/31/2022	6150 · Health Insurance	59.73
	07/31/2022	6150 · Health Insurance	870.20
	07/31/2022	6150 · Health Insurance	2.79
	07/31/2022	6150 · Health Insurance	32.96
	07/31/2022	6150 · Health Insurance	592.84
	07/31/2022	6150 · Health Insurance	566.24
	07/31/2022	6150 · Health Insurance	899.45
	07/31/2022	6150 · Health Insurance	136.03
	07/31/2022	6150 · Health Insurance	<u>92.80</u>
Total Envision			4,874.46
F P Mailing Solutions			
	07/28/2022	6554 · Postage	<u>100.00</u>
Total F P Mailing Solutions			100.00
Illinois Public Risk Fund			
	08/01/2022	6145 · Workers Comp Ins	<u>4,653.00</u>
Total Illinois Public Risk Fund			4,653.00
Jewett Roofing Co.			
	08/01/2022	Hangar #2 6737 · Buildings	<u>52,019.46</u>
Total Jewett Roofing Co.			52,019.46
John Deere Financial			
	08/10/2022	6400 · Maintenance of Equipment	40.00
	08/10/2022	6416 · 15	304.13
	08/10/2022	6410 · 9	94.57
	08/10/2022	6411 · 10	131.92
	08/10/2022	6660 · Cash Discounts	-10.00
	08/11/2022	6400 · Maintenance of Equipment	<u>-40.00</u>
Total John Deere Financial			520.62
MACOUPIN COUNTY CLERK			
	08/09/2022	polling 8010 · Other Expenses	<u>-75.00</u>

Total MACOUPIN COUNTY CLERK			-75.00
PETTY CASH-SLRA			
	08/01/2022	6540 · Vending Expense	95.73
	08/01/2022	6550 · Operational Expense	30.30
	08/01/2022	6220 · Janitorial Supplies	20.84
	08/01/2022	6630 · Training	<u>100.00</u>
Total PETTY CASH-SLRA			246.87
PRINCIPAL			
	08/01/2022	6165 · Life Insurance	146.34
	08/01/2022	6160 · Disability Insurance	1,481.45
	08/09/2022	Deposit 7015 · Dividend Income	<u>-149.12</u>
Total PRINCIPAL			1,478.67
PRUDENTIAL ANNUITIES			
	08/09/2022	6572 · Deferred Compensation	<u>-5,275.28</u>
Total PRUDENTIAL ANNUITIES			-5,275.28
Republic Services			
	08/01/2022	6550 · Operational Expense	<u>205.35</u>
Total Republic Services			205.35
SOUTHWESTERN ELECTRIC			
	08/02/2022	6731 · Electric	<u>9.44</u>
Total SOUTHWESTERN ELECTRIC			9.44
ST LOUIS REGIONAL AIRPORT			
	08/09/2022	Deposit 5040 · Vending Machine	<u>-150.00</u>
Total ST LOUIS REGIONAL AIRPORT			-150.00
United Health Care			
	08/01/2022	6150 · Health Insurance	<u>8,750.28</u>
Total United Health Care			8,750.28
VSP			
	08/01/2022	6150 · Health Insurance	<u>194.81</u>
Total VSP			194.81
Williams Office Products			
	08/16/2022	6510 · Maintenance of Office Equipment	<u>65.00</u>
Total Williams Office Products			<u>65.00</u>
TOTAL			<u><u>69,591.85</u></u>

The following bills were approved:

	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
ALTON EQUIPMENT RENTAL				
	08/18/2022		6235 · Shop, tools, sm equip	<u>59.98</u>
Total ALTON EQUIPMENT RENTAL				59.98
AMERENIP				
	08/18/2022		6731 · Electric	<u>4,750.48</u>
Total AMERENIP				4,750.48
AT & T				
	08/18/2022		6711 · Office/Internet	<u>70.81</u>
Total AT & T				70.81
BETHALTO WATER DEPT				
	08/18/2022		6732 · Water	<u>165.26</u>
Total BETHALTO WATER DEPT				165.26
BUDGET SIGNS				
	08/18/2022		6200 · Fly-in	<u>13.88</u>
Total BUDGET SIGNS				13.88
CARD SERVICES				
	08/18/2022		6450 · Fire-Radio Equip	319.95
	08/18/2022		6265 · T-hangar	10.98
	08/18/2022		6230 · Uniform	29.98

	08/18/2022		6550 · Operational Expense	105.00
	08/18/2022		6400 · Maintenance of Equipment	429.99
	08/18/2022		6423 · 21	78.20
	08/18/2022		6723 · Travel	438.05
	08/18/2022		6680 · Dues/Fees	21.00
	08/18/2022		6180 · Advertising/Marketing	<u>357.38</u>
Total CARD SERVICES				1,790.53
CBA Lighting				
	08/18/2022		6501 · Aeronautical	<u>752.95</u>
Total CBA Lighting				752.95
Culligan Water				
	08/18/2022		6550 · Operational Expense	<u>68.40</u>
Total Culligan Water				68.40
CUMMINS MIDSOUTH				
	08/18/2022		6400 · Maintenance of Equipment	<u>414.59</u>
Total CUMMINS MIDSOUTH				414.59
D & D Tire				
	08/18/2022		6400 · Maintenance of Equipment	<u>135.15</u>
Total D & D Tire				135.15
Global ARFF Services				
	08/18/2022		6429 · 26- 2012 Fire Truck	1,571.70
	08/18/2022		6425 · 23	<u>2,892.23</u>
Total Global ARFF Services				4,463.93
GRP WEGMAN				
	08/18/2022	may	6242 · 2	2,941.75
	08/18/2022	june	6242 · 2	<u>52.01</u>
Total GRP WEGMAN				2,993.76
HANSON ENGINEERS				
	08/18/2022	aln-4812	6177 · 2018 Bond Expense	6,266.28
	08/18/2022		6704 · Engineering	<u>10,200.00</u>
Total HANSON ENGINEERS				16,466.28
Jewett Roofing Co.				
	08/18/2022	Hangar #2	6737 · Buildings	<u>37,832.33</u>
Total Jewett Roofing Co.				37,832.33
JL NASH				
	08/18/2022		6550 · Operational Expense	<u>200.00</u>
Total JL NASH				200.00
LEADERSHIP COUNCIL				
	08/18/2022		6680 · Dues/Fees	<u>950.02</u>
Total LEADERSHIP COUNCIL				950.02
LOGO IT-LANGA RESOURCE GROUP				
	08/18/2022		6230 · Uniform	188.50
	08/18/2022		6180-4 · Promo	<u>192.46</u>
Total LOGO IT-LANGA RESOURCE GROUP				380.96
LOWES				
	08/18/2022		6241 · 1	<u>137.18</u>
Total LOWES				137.18
McClatchy Company LLC				
	08/18/2022		6180-3 · Internet/Website	<u>681.00</u>
Total McClatchy Company LLC				681.00
MCKAY				
	08/18/2022		6235 · Shop, tools, sm equip	<u>249.92</u>
Total MCKAY				249.92
ROBERT SANDERS WASTE				
	08/18/2022		6267 · 25-Allstate 12/21/2017	30.09
	08/18/2022		6268 · 25-Diamond Nails	30.09

	08/18/2022	6269 · 25-Edwards Jones	30.09
	08/18/2022	6270 · 25-T & E Coins	<u>30.10</u>
Total ROBERT SANDERS WASTE			120.37
SAMS CLUB			
	08/18/2022	6220 · Janitorial Supplies	88.52
	08/18/2022	6540 · Vending Expense	36.62
	08/18/2022	6550 · Operational Expense	<u>13.48</u>
Total SAMS CLUB			138.62
Sherwin-Williams			
	08/18/2022	6501 · Aeronautical	<u>696.30</u>
Total Sherwin-Williams			696.30
SOUTHWESTERN ELECTRIC			
	08/18/2022	6731 · Electric	<u>43.92</u>
Total SOUTHWESTERN ELECTRIC			43.92
Stobbs, Sinclair, & Livingston, LTD			
	08/18/2022	6705 · Legal Fees	<u>2,245.65</u>
Total Stobbs, Sinclair, & Livingston, LTD			2,245.65
USDA			
	08/18/2022	6630 · Training	<u>1,050.00</u>
Total USDA			<u>1,050.00</u>
TOTAL			<u><u>76,872.27</u></u>

During public participation David Highlander, a current farmer of approximate 70 acres on the airport voiced his concerns as to what had happened with him being terminated from farming with the airport. He stated that the owner of the land we purchased said he could farm the land until he retired and then after that he could pick who to farm the land. With the airport going out for bid this year as a cash rent type lease, he claimed it has been an 82-year policy that the airport has had with being a crop share lease. Cash rents hurt the small farmers. Right now, Mr. Highlander only has a verbal contract with the airport, there is nothing in formal writing, which Mr. Highlander stated that he called management about signing a written lease but was never given the opportunity (this would have been prior management).

Ken Basters was also interested in the farm bidding process. Mr. Balsters questioned the due date of the farm bids to be turned in. He thinks two weeks is rather quick to gather all the information necessary to produce an educated bid. The airport will contact Tom Peters with Farmers National and have the bid acceptance extended.

Julie Kramer with the EAA did not have an update on the fly-in but was asking how the construction was going on the pavement in front of the north bank of t-hangars. Director Adams stated the subbase was not in the shape they thought it was when it was tested, so we are awaiting approval from the state to fix the issues with the subbase before proceeding with the final paving.

Unfinished business:

Director Adams briefed the commissioners on the upcoming bid packets for the farming bids. They are due on September 2nd, and he will have information for the board prior the next board meeting. Director Adams will be contacting Farmers National to try to get the bid due date changed to give the farmers more time for gather information if they so wish. Commissioner Keister stated that even though this is not the history of the airport to obtain bids, it protects the board more with having this in bid process in place. Director Adams stated we are needing bids turned in before harvest. There was some discussion on why this is being changed to a bid process for cash rent. Director Adams will try to get the process extended by 1 week.

The fly-in is still the same as was last presented to the board at the July meeting as of this date.

Discussion took place on real estate appraisals for the following parcels:

- Cedar Street house (appraisal for sale); we are waiting on the FAA approval.
- Edwardsville FAA Outer Marker property ~8 acres (appraisal for sale); and offer was made for appraisal value. The airport will moved forward with the sale of the property.
- Audubon Acres “pool encroachment” piece (appraisal for sale); the appraisal came

back at \$8,000.00.

- Audubon Acres other parcel to be surveyed (appraisal for sale); the appraisal for this parcel came back at \$8700.00

There is no information of the remaining parcels.

- Chiropractor Building (appraisal for sale);
- Restaurant (appraisal for lease); and
- Land between QT and Arby's (appraisal for ground lease).

We have two potential interested parties in the rental of the restaurant. Both are wanting to know what we will contribute. Commissioner Keister wants it to be leased for a period of time. Commissioner Herzog does not want to sink money in the restaurant building.

Attorney Livingstone is still reviewing airport leases.

There was discussion on the hiring of Assistant Director. Director Adams is looking for some direction from the board as to what is actually needed. Commissioner Keister is thinking maybe we can find a recruiter to real estate development, maybe hire a temp agency for commercial development. Commissioner Herzog is going to contact the F3 company as to see what they offer. Director Adams is concerned with the F3 company has a scale of services or if they do everything. Commissioner Kelly stated that they are not looking to replace Danny. The commissioners are wanting the position filled in different ways. At next meeting there will be a presentation by the F3 company as to what they offer.

Commissioner Futrell moved to approve the contract in the amount of \$13,980 with JF Electric for the phone system and wifi upgrades to the administration building. 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 Kelly-	aye
Commissioner Baileygaines-	aye

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

The airport will go out for formal bids on upgrading the security at the airport. One of the items is to have all gates be able to be controlled in one system on a computer. Right now, it all changes have to be done manually at each individual gate.

Commissioner Keister moved to dispose of Unit #23, our old fire truck. Commissioner Futrell ask Director Adams if he received a report. Director Adams did receive a report and during last inspection it failed the foam test. It would cost over 100,000 in repairs and it is not worth it. Director Adams will place it on an online bidding site for the highest bidder. 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 Kelly-	aye
Commissioner Baileygaines-	aye

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

The interstitial tank at the electrical vault has a leak. We are needing to replace and do clean up on this issue. We are awaiting a more detailed quote to bring to the board next month.

New Business:

Bridgette Viehweg briefed the board on the findings of some of the airport liability insurance policies. Some items were not insured or highly underinsured.

We received one bid on the outer marker property. The airport will move forward with the sale. Commissioner Keister moved to approve the ordinance 2022-2 for the disposal/sale of the outer marker property. 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 Kelly-	aye
Commissioner Baileygaines-	aye

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

David Birk will offer CPR/AED classes periodically to be able to keep his certification hours. This will be a free service on his already scheduled work shift.

Director Adams communicated with the board about The Hangar Emporium having a subtenant. This tenant has since vacated the premises. The tenant was a lawn care business, but now a mobile snow cone trailer is there. Director Adams will contact them to try to rework their lease.

Commissioner Keister moved to approve the settlement with Pace Restaurant Group. 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 Kelly-	aye
Commissioner Baileygaines-	aye

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

8. Airport Director's report:

- Air Traffic control statistics for July a Slight decrease from June operations for July.
- Other Remarks.

a. Received a FOD Boss system. About an 8' wide mat that is pulled behind a vehicle, will collect loose debris on the airfield.

b. Work on Hangar 2 roof replacement has been completed.

c. Engine Run-Up program implemented for any jet aircraft completing engine run-ups on the airfield. Coordination between mechanics and ATC to occur prior to conducting runs to improve overall awareness and safety.

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