

MINUTES OF A REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
ST. LOUIS REGIONAL AIRPORT
December 14, 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 December 14, 2023 at the hour of 4:30 P.M. On call of the roll, the following Commissioners answered present: Robert LaMarsh, Matt Kelly, Chris Herzog, Steve Futrell 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 Baileygaines and Commissioner Keister were absent.

Guests at the meeting were: Tom Peters with Farmer's National Co., Paul Witt with M.U. Witt and Greg Bamert with Hughes, Cameron and Co.

Commissioner Kelly presented the minutes of the Special Board Meeting, November 2, 2023. Commissioner Wilson moved to approve the minutes. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Commissioner Kelly presented the minutes of the Regular Board Meeting, November 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:	Abstain
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Commissioner Kelly presented the minutes of the Closed Board Meeting, November 16, 2023. Commissioner LaMarsh moved to approve the minutes. Commissioner Wilson seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh:	Aye
Commissioner Herzog:	Abstain
Commissioner Futrell:	Aye
Commissioner Keister:	Absent
Commissioner Baileygaines:	Absent
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 sixth month of fiscal year 2023/2024. Commissioner Herzog 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: 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 Futrell asked about Bob Brown’s and Jackson Lewis’s bill. Commissioner Herzog 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: Absent
Commissioner Kelly: Aye
Commissioner Wilson: Aye

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

Bills paid prior to meeting:

ACE HARDWARE			
	11/28/2023	6235 · Shop, tools, sm equip	-129.98
	11/28/2023	6251 · 11-admin	-11.99
	11/28/2023	6660 · Cash Discounts	<u>14.20</u>
Total ACE HARDWARE			-127.77
AT & T			
	11/28/2023	6712 · Cellular	<u>-63.74</u>
Total AT & T			-63.74
Bethalto Police Safety Fund			
	11/28/2023	6180-2 · Community	<u>-200.00</u>
Total Bethalto Police Safety Fund			-200.00
Charter Business			
	11/28/2023	6550 · Operational Expense	-103.86
	11/28/2023	6711 · Office/Internet	<u>-89.97</u>
Total Charter Business			-193.83
Delta Dental			
	11/28/2023	6150 · Health Insurance	<u>-709.04</u>
Total Delta Dental			-709.04
Envision			
	11/30/2023	6150 · Health Insurance	-59.12
	11/30/2023	6150 · Health Insurance	-10.00
	11/30/2023	6150 · Health Insurance	-52.82
	11/30/2023	6150 · Health Insurance	-766.04
	11/30/2023	6150 · Health Insurance	-75.00
	11/30/2023	6150 · Health Insurance	-1,708.29
	12/07/2023	6150 · Health Insurance	<u>-110.00</u>
Total Envision			-2,781.27
F P Mailing Solutions			
	12/01/2023	6554 · Postage	<u>-200.00</u>
Total F P Mailing Solutions			-200.00
ILLINOIS MUNICIPAL RETIREMENT FUND			

	12/05/2023	6581 · IMRF	10,810.96
Total ILLINOIS MUNICIPAL RETIREMENT FUND			10,810.96
Illinois Tollway			
	11/28/2023	6720 · Travel/Meals	-22.00
	11/28/2023	6680 · Dues/Fees	-
Total Illinois Tollway			-22.00
Jewett Roofing Co.			
	11/28/2023	storm damage for Bldg #9 roof 8010 · Other Expenses	14,421.00
Total Jewett Roofing Co.			14,421.00
Locality Studio			
	12/07/2023	VOID: 6706 · Professional- Other	0.00
	12/08/2023	6706 · Professional- Other	-3,637.50
Total Locality Studio			-3,637.50
MADISON COUNTY FIRE CHIEFS ASSOC			
	12/07/2023	6680 · Dues/Fees	-394.50
Total MADISON COUNTY FIRE CHIEFS ASSOC			-394.50
PETTY CASH-SLRA			
	11/28/2023	6540 · Vending Expense	-27.29
	11/28/2023	6550 · Operational Expense	-42.03
	11/28/2023	6235 · Shop, tools, sm equip	-5.06
	11/28/2023	6150 · Health Insurance	-33.60
	11/28/2023	6230 · Uniform	-154.40
	11/28/2023	6520 · Meetings/Seminars	-25.93
	12/07/2023	6540 · Vending Expense	-54.44
	12/07/2023	6550 · Operational Expense	-17.57
	12/07/2023	6220 · Janitorial Supplies	-61.69
	12/07/2023	6530 · Office Supplies/Furn/Equip	-8.00
	12/07/2023	6520 · Meetings/Seminars	-15.00
	12/07/2023	6403 · 2-2016 chev sil 1500	-131.94
Total PETTY CASH-SLRA			-576.95
PRINCIPAL			
	11/28/2023	6165 · Life Insurance	-162.60
	11/28/2023	6160 · Disability Insurance	-1,281.72
Total PRINCIPAL			-1,444.32
Republic Services			
	11/28/2023	6550 · Operational Expense	-443.22
Total Republic Services			-443.22
Sydenstricker Nobbe			
	12/07/2023	6746 · Equipment	28,850.46
Total Sydenstricker Nobbe			28,850.46
TD Tronics			
	11/28/2023	6530 · Office Supplies/Furn/Equip	-840.00
Total TD Tronics			-840.00
United Health Care			
	12/05/2023	6150 · Health Insurance	10,206.11
Total United Health Care			10,206.11
VSP			
	12/01/2023	6150 · Health Insurance	-231.22
Total VSP			-231.22
			<u>76,153.89</u>

Bills Approved:

Ace Printing

12/14/2023	6550 · Operational Expense	-185.50
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Total Ace Printing			-185.50
Airgas			
	12/14/2023	6235 · Shop, tools, sm equip	<u>-109.00</u>
Total Airgas			-109.00
AMERENIP			
	12/14/2023	6731 · Electric	<u>-7,936.07</u>
Total AMERENIP			-7,936.07
AMERIGAS			
	12/14/2023	6235 · Shop, tools, sm equip	<u>-99.86</u>
Total AMERIGAS			-99.86
AT & T			
	12/14/2023	6711 · Office/Internet	<u>-98.20</u>
Total AT & T			-98.20
BETHALTO WATER DEPT			
	12/14/2023	6732 · Water	<u>-188.98</u>
Total BETHALTO WATER DEPT			-188.98
BOB BROWN			
	12/14/2023	6720 · Travel/Meals	<u>-90.00</u>
Total BOB BROWN			-90.00
Culligan Water			
	12/14/2023	6550 · Operational Expense	<u>-45.25</u>
Total Culligan Water			-45.25
F P Mailing Solutions			
	12/14/2023	6680 · Dues/Fees	<u>-78.69</u>
Total F P Mailing Solutions			-78.69
Flight Light Inc.			
	12/14/2023	6501 · Aeronautical	<u>-518.00</u>
Total Flight Light Inc.			-518.00
Jackson Lewis PC			
	12/14/2023	6705 · Legal Fees	<u>-360.00</u>
Total Jackson Lewis PC			-360.00
Jewett Roofing Co.			
	12/14/2023	hangar #9 roof 8010 · Other Expenses	<u>13,984.00</u>
Total Jewett Roofing Co.			13,984.00
John Deere Financial			
	12/14/2023	6412 · 11-21 john deere 6155m	-11.80
	12/14/2023	6406 · 5-97 john deere 6400	<u>-118.46</u>
Total John Deere Financial			-130.26
Juneau Associates, Inc.			
	12/14/2023	6704 · Engineering	<u>-1,157.50</u>
Total Juneau Associates, Inc.			-1,157.50
LOGO IT-LANGA RESOURCE GROUP			
	12/14/2023	6230 · Uniform	<u>-157.00</u>
Total LOGO IT-LANGA RESOURCE GROUP			-157.00
Lumacurve			
	12/14/2023	6501 · Aeronautical	<u>-629.69</u>
Total Lumacurve			-629.69
MCKAY			
	12/14/2023	6408 · 7-2000 international dump	-414.46
	12/14/2023	6422 · 20-02 international snowplow	-159.61
	12/14/2023	6427 · 25-98 volvo snowplow	-10.85
	12/14/2023	6235 · Shop, tools, sm equip	-19.97
	12/14/2023	6680 · Dues/Fees	<u>-1.00</u>
Total MCKAY			-605.89
Midwest Occupational Medicine			
	12/14/2023	6551 · Employee Assistance Program	<u>-49.00</u>
Total Midwest Occupational Medicine			-49.00
QUILL			
	12/14/2023	6530 · Office Supplies/Furn/Equip	-11.59

	12/14/2023	6550 · Operational Expense	<u>-65.98</u>
Total QUILL			-77.57
SAMS CLUB			
	12/14/2023	6530 · Office Supplies/Furn/Equip	-576.90
	12/14/2023	6680 · Dues/Fees	<u>-155.00</u>
Total SAMS CLUB			-731.90
Sherwin-Williams			
	12/14/2023	6501 · Aeronautical	-6,175.35
	12/14/2023	6424 · 22-graco lazer 5900	<u>-106.05</u>
Total Sherwin-Williams			-6,281.40
SOUTHWESTERN ELECTRIC			
	12/14/2023	6731 · Electric	<u>-52.44</u>
Total SOUTHWESTERN ELECTRIC			-52.44
Stobbs & Sinclair, LTD			
	12/14/2023	6705 · Legal Fees	<u>-1,089.98</u>
Total Stobbs & Sinclair, LTD			-1,089.98
Waltco			
	12/14/2023	6235 · Shop, tools, sm equip	<u>-88.93</u>
Total Waltco			-88.93
Williams Office Products			
	12/14/2023	6530 · Office Supplies/Furn/Equip	<u>-98.00</u>
Total Williams Office Products			<u>-98.00</u>
			<u>-</u>
			<u><u>34,843.11</u></u>

During public participation Paul Witt wanted a letter to be signed by the board for the consent of the sale of Bldg# 10. Airport Attorney just received the letter just prior to the meeting and had not reviewed it. The board was not in a position to discuss this topic at this meeting.

Unfinished business:

The draft versions of the West Star leases have been approved. The final drafts will be presented at a later date.

Director Adams updated the board on the totals due to the Airport by Cayden's Café. The total due as of the date of the board meeting is \$34,918.61. In this total includes rent and utilities. As of this date also, the Airport has not received anything from any attorney representing Cayden's Café. There was a lengthy discussion on the issues involved with the restaurant. Commissioner Herzog why we haven't done anything on the bad check, or why we didn't do a background check, he also stated they had 4 prior locations that they have had issues with also. Commissioner Herzog will not sign the Ameren check that includes the utility bill for the restaurant under the Airport's name. Commissioner Herzog only voted yes originally based on the recommendation of the Airport Director not knowing there was not background check done. Attorney Sinclair gave legal advice that if we don't pay the power bill and turn off the electricity, that will give them defense. The discussion went on for several more minutes. There is a hearing set for December the 19th at Madison County, and at this time we will know more as to what can and will be done through the legal process.

Director Adams presented to the board the Development RFP that was received. Director Adams reviewed the proposal and does not recommend moving forward with this company. Commissioner Futrell stated that we need a real estate developer. Director Adams mentioned that the Village of Bethalto is hiring a developer and it possible they may be able to help us.

Under new business:

Greg Bamert with Hughes, Cameron and Co presented the annual audit for Fiscal year 2022/2023. Greg stated that overall, everything went very smooth. They did make a change to the IMRF balance from the prior auditor's numbers. Also, it is cost prohibited to evaluate all lease payments for fair market value. With GASB 87 the airport would have to do assessment on all properties. Greg states that with the segregation of duties, with a small office that controls are very good. They would like to see the leases more consistent.

The 2024 meeting calendar was presented. No changes were made and no action needed.

Tom Peters with Farmers National presented to the board an update on the lease with our new farmers. With the new lease the Airport made more in profit. The Airport will need to add limestone in this next year. This is not every year. Airport will pay for the limestone and the farmer will apply or pay the cost to apply. Commissioner Herzog moved to approve up to \$7,500 for the cost of the limestone. Commissioner LaMarsh 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:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Attorney Sinclair prepared an Ordinance for the new Paid Leave for All Workers Act. The new law will go in to effect on January 1, 2024 for the State of Illinois. This law only will pertain to our annual seasonal summer help. The Ordinance proposed will give these workers 8 hours per year paid time off with no stipulations as to what the time off is used for. Commissioner Futrell moved to approve the Ordinance. 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:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams presented the all-state agreement with MABAS. There is no change for us. Commissioner Futrell moved to approve the Resolution. 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:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams presented the Workers Compensation policy for the year 2024. Our premium went down the upcoming year. Commissioner LaMarsh moved to approve the 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:	Absent
Commissioner Baileygaines:	Absent
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams and Assistant Director Blackwell are working on the adoption of Standard Rates and Charges. As of right now, there really is no formal documentation. Director Adams will like to implement a formal rates and charges fee structure. For example, changing the flowage fee rates from .09 per gallon to .12 per gallon. This fee has not had an increase since 2011. West Star is not paying anything currently for the use or maintenance of the fuel farm. More information to be presented at the next board meeting.

Director Adams would like board approval to send a letter of support for a tax incentive for a local company "Project Franklin" who is looking to expand. Commissioner Herzog asked if the school districts are in favor of this letter of approval. Director Adams said that he was not in meetings with the school districts but it is his understanding that everyone is in favor overall. Commissioner Futrell stated we really do not have a dog in this fight due to what taxes are collected for the Airport. Commissioner Kelly moved to approve the letter. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Lewis and Clark would like to amend their current lease. They are wanting to expand their fire training facility by leasing some land. There are a couple issues with their proposal, one is the size of the land; it really would hinder any future development of any other potential investors and also what they are wanting to pay for the land. Director Adams will continue to work with Lewis and Clark to see if they can come to an agreement.

Airport Director's report:

- a. Safety Officer
- b. Car Wash – Requested Business Plan
- c. Received John Deere Gators purchased in September. Currently using GovDeals website to auction previously used Kawasaki Mules.

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