

MINUTES OF A REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
ST. LOUIS REGIONAL AIRPORT  
July 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 June 15, 2023 at the hour of 4:30 P.M. On call of the roll, the following Commissioners answered present: Robert LaMarsh, Steve Futrell, Matt Kelly, Chris Herzog, Brian Keister, Amber Baileygaines and Dave Wilson were present. Also, present: Airport Attorney, James Sinclair, Airport Director Danny Adams, Accounts Payable Crystal Geisen. Accounts Receivable Denine Anderson was absent.

Guests at the meeting were: Paul Witt with MU Witt, and Julie Kramer with EAA.

The public meeting was first item on regarding the FY 23-24 Budget and Appropriation Ordinance. There was no public participation on this item. Commissioner Futrell asked what the replacement taxes and taxes amounts consisted of.

Commissioner Kelly presented the minutes of the Regular Board Meeting June 15, 2023. Commissioner Futrell asked about some headings on the accounts payable section. Commissioner LaMarsh moved to approve the minutes with the amendments regarding the title additions. 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:	Abstain
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 financial statements for the first month of fiscal year 2023/2024. Commissioner Futrell asked about Airport Director's cell phone reimbursement along with the Charter bill. Commissioner Keister moved to approve the statements as printed. 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:	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 Keister moved to approve the accounts payable. 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:	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>				
	06/26/2023		6241 · 1-restaurant	-44.54
	06/26/2023		6235 · Shop, tools, sm equip	-13.99
	06/26/2023		6300 · Fuel Farm Maintenance	-5.18
	06/26/2023		6660 · Cash Discounts	<u>6.37</u>
Total ACE HARDWARE				-57.34
<b>AT &amp; T</b>				
	06/26/2023		6712 · Cellular	<u>-58.44</u>
Total AT & T				-58.44
<b>BETHALTO WATER DEPT</b>				
	07/06/2023	VOID:	6732 · Water	0.00
	07/06/2023		6732 · Water	<u>-531.73</u>
Total BETHALTO WATER DEPT				-531.73
<b>Charter Business</b>				
	06/26/2023		6550 · Operational Expense	-103.86
	06/26/2023		6711 · Office/Internet	<u>-89.97</u>
Total Charter Business				-193.83
<b>Delta Dental</b>				
	06/26/2023		6150 · Health Insurance	<u>-637.60</u>
Total Delta Dental				-637.60
<b>Envision</b>				
	06/23/2023		6150 · Health Insurance	-1.84
	06/26/2023		6150 · Health Insurance	-85.00
	06/26/2023		6150 · Health Insurance	-10.00
	06/26/2023		6150 · Health Insurance	-7.19
	06/27/2023		6150 · Health Insurance	-100.00
	06/30/2023		6150 · Health Insurance	-597.79
	06/30/2023		6150 · Health Insurance	-44.87
	06/30/2023		6150 · Health Insurance	-25.00
	06/30/2023		6150 · Health Insurance	-135.54
	06/30/2023		6150 · Health Insurance	-10.00
	06/30/2023		6150 · Health Insurance	-25.00
	06/30/2023		6150 · Health Insurance	-45.00
	06/30/2023		6150 · Health Insurance	-7.72
	06/30/2023		6150 · Health Insurance	-159.88
	06/30/2023		6150 · Health Insurance	-104.05
	06/30/2023		6150 · Health Insurance	-25.00
	06/30/2023		6150 · Health Insurance	-30.76
	06/30/2023		6150 · Health Insurance	-25.00
	06/30/2023		6150 · Health Insurance	-40.00
	06/30/2023		6150 · Health Insurance	-3.95
	06/30/2023		6150 · Health Insurance	-25.00
	06/30/2023		6150 · Health Insurance	-45.00
	06/30/2023		6150 · Health Insurance	-44.88
	06/30/2023		6150 · Health Insurance	<u>-955.39</u>
Total Envision				-2,553.86
<b>F P Mailing Solutions</b>				
	07/05/2023		6554 · Postage	<u>-100.00</u>
Total F P Mailing Solutions				-100.00
<b>ILLINOIS MUNICIPAL RETIREMENT FUND</b>				
	06/30/2023		6581 · IMRF	<u>-8,639.97</u>
Total ILLINOIS MUNICIPAL RETIREMENT FUND				-8,639.97
<b>John Deere Financial</b>				
	07/06/2023		6406 · 5-97 john deere 6400	-264.00
	07/06/2023		6411 · 10-12 john deere 7330	<u>-2,990.30</u>
Total John Deere Financial				-3,254.30

<b>MGI Risk Advisors</b>			
	06/26/2023	6145 · Workers Comp Ins	<u>          </u>
Total MGI Risk Advisors			0.00
<b>PETTY CASH-SLRA</b>			
	07/06/2023	6520 · Meetings/Seminars	-35.03
	07/06/2023	6530 · Office Supplies/Furn/Equip	-53.95
	07/06/2023	6251 · 11-admin	-72.26
	07/06/2023	6220 · Janitorial Supplies	-26.25
	07/06/2023	6540 · Vending Expense	-46.23
	07/06/2023	6550 · Operational Expense	-12.00
	07/11/2023	6720 · Travel/Meals	<u>-434.50</u>
Total PETTY CASH-SLRA			-680.22
<b>PRINCIPAL</b>			
	06/26/2023	6165 · Life Insurance	-146.34
	06/26/2023	6160 · Disability Insurance	<u>-885.86</u>
Total PRINCIPAL			-1,032.20
<b>Republic Services</b>			
	06/26/2023	6550 · Operational Expense	-252.58
	06/26/2023	strip mall 6500 · Maintenance of Grounds	<u>-120.37</u>
Total Republic Services			-372.95
<b>United Health Care</b>			
	07/01/2023	6150 · Health Insurance	<u>-9,757.98</u>
Total United Health Care			-9,757.98
<b>United States Department of Treasury</b>			
	06/26/2023	6150 · Health Insurance	<u>-30.00</u>
Total United States Department of Treasury			-30.00
<b>VSP</b>			
	06/26/2023	6150 · Health Insurance	<u>-219.01</u>
Total VSP			<u>-219.01</u>
<b>TOTAL</b>			<u><u>28,119.43</u></u>

Bills approved:

	<u>Date</u>	<u>Account</u>	<u>Amount</u>
<b>ALTON REFRIGERATION</b>			
	07/13/2023	6550 · Operational Expense	<u>289.00</u>
Total ALTON REFRIGERATION			289.00
<b>AMERENIP</b>			
	07/13/2023	6731 · Electric	<u>7,242.23</u>
Total AMERENIP			7,242.23
<b>AT &amp; T</b>			
	07/13/2023	6711 · Office/Internet	<u>95.76</u>
Total AT & T			95.76
<b>Belle Street Key Service</b>			
	07/13/2023	6550 · Operational Expense	<u>29.86</u>
Total Belle Street Key Service			29.86
<b>CARD SERVICES</b>			
	07/20/2023	6550 · Operational Expense	-295.88
	07/20/2023	6720 · Travel/Meals	23.45
	07/20/2023	6680 · Dues/Fees	635.75
	07/20/2023	6502 · General	1,623.48
	07/20/2023	6720 · Travel/Meals	178.10
	07/20/2023	6720 · Travel/Meals	1,325.35
	07/20/2023	6712 · Cellular	101.89
	07/20/2023	6711 · Office/Internet	254.87
	07/20/2023	6550 · Operational Expense	22.33
	07/20/2023	6241 · 1-restaurant	-72.26
	07/20/2023	6414 · 13-08 kawasaki mule	329.29

	07/20/2023	6550 · Operational Expense	35.08
	07/20/2023	6414 · 13-08 kawasaki mule	102.90
	07/20/2023	6550 · Operational Expense	149.75
	07/20/2023	6251 · 11-admin	809.51
	07/20/2023	6630 · Training	<u>1,130.21</u>
Total CARD SERVICES			6,353.82
<b>Culligan Water</b>			
	07/13/2023	6550 · Operational Expense	<u>53.50</u>
Total Culligan Water			53.50
<b>CUMMINS MIDSOUTH</b>			
	07/13/2023	6400 · Maintenance of Equipment	<u>1,489.19</u>
Total CUMMINS MIDSOUTH			1,489.19
<b>Datatronics</b>			
	07/20/2023	6409 · 8-95 tymco sweeper	<u>58.13</u>
Total Datatronics			58.13
<b>EAA CHAPTER 864</b>			
	07/13/2023	8010 · Other Expenses	<u>70.00</u>
Total EAA CHAPTER 864			70.00
<b>Envision</b>			
	07/13/2023	6150 · Health Insurance	35.00
	07/13/2023	6150 · Health Insurance	40.00
	07/13/2023	6150 · Health Insurance	1,469.18
	07/13/2023	6150 · Health Insurance	25.00
	07/13/2023	6150 · Health Insurance	18.27
	07/13/2023	6150 · Health Insurance	10.00
	07/13/2023	6150 · Health Insurance	25.00
	07/20/2023	6150 · Health Insurance	<u>35.00</u>
Total Envision			1,657.45
<b>FIRE SAFETY</b>			
	07/13/2023	6450 · Fire-Radio Equip	<u>1,006.50</u>
Total FIRE SAFETY			1,006.50
<b>GRP WEGMAN</b>			
	07/13/2023	6502 · General	<u>1,203.31</u>
Total GRP WEGMAN			1,203.31
<b>HANSON ENGINEERS</b>			
	07/20/2023	6177 · 2018 Bond Expense	<u>20,697.90</u>
Total HANSON ENGINEERS			20,697.90
<b>Hearst Media</b>			
	07/13/2023	6180-1 · Paper/Magazine	<u>101.10</u>
Total Hearst Media			101.10
<b>Heritage Petroleum LLC</b>			
	07/13/2023	6210 · Fuel	<u>8,877.88</u>
Total Heritage Petroleum LLC			8,877.88
<b>ILLINOIS ENVIRONMENTAL PROTECTION AGENCY</b>			
	07/13/2023	6680 · Dues/Fees	<u>500.00</u>
Total ILLINOIS ENVIRONMENTAL PROTECTION AGENCY			500.00
<b>JL NASH</b>			
	07/13/2023	6550 · Operational Expense	<u>200.00</u>
Total JL NASH			200.00
<b>Kane Mechanical</b>			
	07/13/2023	6249 · 9- w.s.	393.15
	07/13/2023	6256 · 16-w.s. paint	232.50
	07/13/2023	6251 · 11-admin	<u>172.50</u>
Total Kane Mechanical			798.15
<b>LOGO IT-LANGA RESOURCE GROUP</b>			
	07/20/2023	6180-4 · Promo	<u>450.26</u>
Total LOGO IT-LANGA RESOURCE GROUP			450.26

**MCKAY**

07/13/2023	6433 · 1 - 2022 Ford Explorer	18.64
07/13/2023	6235 · Shop, tools, sm equip	<u>109.98</u>

Total MCKAY 128.62

**MH Sales**

07/13/2023	6220 · Janitorial Supplies	<u>121.74</u>
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Total MH Sales 121.74

**Midwest Occupational Medicine**

07/14/2023	6551 · Employee Assistance Program	<u>49.00</u>
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Total Midwest Occupational Medicine 49.00

**Moore Painting**

07/20/2023	6251 · 11-admin	<u>24,845.00</u>
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Total Moore Painting 24,845.00

**MTS**

07/13/2023	6416 · 15-22 exmark	<u>547.71</u>
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Total MTS 547.71

**PART STOP**

07/13/2023	6412 · 11-21 john deere 6155m	49.96
07/13/2023	6426 · 24-92 chevrolet	<u>92.53</u>

Total PART STOP 142.49

**PETTY CASH-SLRA**

07/13/2023	6720 · Travel/Meals	<u>88.50</u>
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Total PETTY CASH-SLRA 88.50

**Pilots N Paws**

07/13/2023	8010 · Other Expenses	<u>70.00</u>
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Total Pilots N Paws 70.00

**Red's Garage Doors**

07/20/2023	6251 · 11-admin	<u>125.00</u>
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Total Red's Garage Doors 125.00

**SAMS CLUB**

07/13/2023	6220 · Janitorial Supplies	15.34
07/13/2023	6220 · Janitorial Supplies	12.28
07/13/2023	6220 · Janitorial Supplies	11.73
07/13/2023	6550 · Operational Expense	51.74
07/13/2023	6550 · Operational Expense	19.98
07/13/2023	6540 · Vending Expense	<u>67.96</u>

Total SAMS CLUB 179.03

**Sherwin-Williams**

07/20/2023	6501 · Aeronautical	<u>2,200.00</u>
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Total Sherwin-Williams 2,200.00

**SOUTHWESTERN ELECTRIC**

07/13/2023	6731 · Electric	<u>118.24</u>
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Total SOUTHWESTERN ELECTRIC 118.24

**Stobbs, Sinclair, & Livingston, LTD**

07/13/2023	6705 · Legal Fees	<u>1,280.40</u>
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Total Stobbs, Sinclair, & Livingston, LTD 1,280.40

**Wells Roofing**

07/20/2023	6271 · 23-Rental House	700.00
07/20/2023	6268 · 25-Diamond Nails	0.00
07/20/2023	6269 · 25-Edwards Jones	0.00
07/20/2023	6270 · 25-T & E Coins	0.00
07/20/2023	8100 · Contingency	<u>0.00</u>

Total Wells Roofing 700.00

**Wings of Hope**

07/13/2023	8010 · Other Expenses	<u>70.00</u>
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Total Wings of Hope 70.00

**Wood River Printing**

	07/20/2023 6550 · Operational Expense	<u>295.00</u>
Total Wood River Printing		<u>295.00</u>
<b>TOTAL</b>		<u><b>82,134.77</b></u>

During public participation Julie Kramer with EAA stated that they are continuing to work on the Annual Fly-in, that all the tenants are very happy with the new sweeper and they will possibly be having a Young Eagle type event for the Boys and Girls Club.

At 4:40 PM Commissioner Herzog made a motion to move in to executive session in accordance with Illinois Open Meetings Act 5ILCS 120 regarding Labor OSHA letter and Assistant Airport Director Vacancy. 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:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

At 5:56 PM the Board of Commissioners returned to the regular meeting with all present.

Unfinished business:

There was no action taken in the closed session. Commissioners advised Airport Attorney to dispute jurisdiction regarding the OSHA letter. Commissioner Futrell moved to approve the letter from the Airport Attorney. 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:	Aye
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Attorney Sinclair stated the West Star leases is a big job and will take some time to amend. He is continuing to work on them.

The Airport is still waiting on the insurance engineering and adjuster regarding the Hangar #9 roof.

Commissioner Keister moved to approve Ordinance 2023-2 2023-2024 Annual Appropriation and Budget Ordinance. 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:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Attorney Sinclair addressed the new Decennial bill that was passed by the Illinois Governor. Everyone who levies taxes but have 2 people from the taxing body attend 3 public meetings and give

public input and prepare a report every 10 years. No action was taken at this time.

Commissioner Herzog moved to approve the amended date on the Diamond Nails lease. 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:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Under new business:

No action was taken on the previous six months of Executive session minutes. Attorney Sinclair recommended they remain closed.

Director Adams asked to board for approval for 2 employees to attend training in Waco, Texas for sweeper service school. The cost for the schooling is free, the total cost would be approximately \$2500.00 for both employees for the 2-day school. Commissioner Wilson moved to approve the training. 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:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams asked to board for approval for him to attend AAAE in Dubuque, IA for him to interview for his AAAE accreditation. It will be an overnight trip and the cost of approximately \$300.00. Commissioner Keister moved to approve the trip. 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:	Aye
Commissioner Baileygaines:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams presented to the board the state bid proposals for the purchase of a F350 and a F550 to replace two units that are approximately 30 years old. These vehicles are on the replacement list. The cost of the F350 is approximately \$74,188 and the F550 is approximately \$80,383. It will be estimated May for delivery. Commissioner Keister moved to approve the purchases. 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:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

Director Adams requested to approval to purchase Airfield Marking Paint. The paint is not on the state bid qualifications as airports require a special type of paint. The paint will be purchased from Sherwin Williams in Alton. The airport will purchase 300 gallons at the cost of \$5,500. Commissioner Keister moved to approve the purchase. 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:	Aye
Commissioner Kelly:	Aye
Commissioner Wilson:	Aye

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

No action was taken regarding a sale of the MU Witt building to West Star that has a ground lease with the Airport Authority. Attorney Sinclair will review and work on preparing paperwork.

9. Airport Director's report:

- Air Traffic control statistics for June
- Other Remarks.

a. OSHA complaint – all items turned over and inspector says we should be done. Currently under review by supervisor. We have completed training on forklift safety, lockout/tagout, adopted new practices for using the forklift, using lockout/tag out, and SCBA use. Purchased new fall protection (expired last month) and purchased a new lock out kit.

b. Airport closure – 5 day scheduled closure was completed in under 4 days.

c. UPS picket – potential of August 1<sup>st</sup> strike. Will monitor for operational impact.

d. Storm Damage repair – Firehouse roof replaced, siding replaced, Waiting on repair for t-hangar roof and section of roof on large Hangar 9 structure

e. Auditor – expected onsite middle of August to start field work.

f. Accepted delivery of new turf mower in June (approved in Feb) and delivery of new sweeper truck (approved in Jan). Completed specialized training on sweeper. Admin painting completed, new windows installed (April) and garage door installed (April).

Nothing on Airport Attorney's report

During Board member comments Commissioner Futrell asked what have we spent on the Restaurant included the grant from Bethalto. He also is going to talk with the Wood River Police Chief regarding safety cameras at 111 and Airline Dr. Commissioner Futrell would like to contribute \$1,000 per year for 5 years for maintenance.

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**

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**Chris Herzog**

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**Steve Futrell**

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**Brian Keister**

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**Amber Baileygaines**

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**Dave Wilson**