

MINUTES OF A REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
ST. LOUIS REGIONAL AIRPORT
June 18, 2020

A Regular Meeting of the Board of Commissioners of the St. Louis Regional Airport was held pursuant to by-laws via electronic participation due to the covid pandemic on June 18, 2020 at the hour of 4:30 P.M. On call of the roll, the following Commissioners answered present: Wendell Ross, Shirley Kleeman, Chris Herzog, Robert LaMarsh and Steve Futrell were present. Also, present: Director David Miller, Airport Manager Jason Christians, Accounts Payable Crystal Geisen Accounts, Accounts Receivable Denine Anderson and Airport Attorney Jeffery Weishaupt.

Commissioner Keister was absent.

Guests at the meeting were: Barry Stolz with Hanson Engineers and Andrew Allen with Steck Cooper Insurance.

Commissioner Ross opened up nominations to the board for the annual election of officers. Commissioner Futrell nominated Commissioner Ross with a second by Commissioner Herzog to remain board chairman. Commissioner Franklin nominated Commissioner LaMarsh with a second from Commissioner Kleeman for the secretary position to remain with Commissioner LaMarsh. No other nominations were made but Commissioner Kleeman stated she would like to remain the treasurer. During a roll call vote, all positions remained the same, the Commissioners voted:

Commissioner Kleeman-	aye
Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Franklin-	aye
Commissioner Herzog-	aye
Commissioner Futrell-	aye
Commissioner Keister-	absent

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

Mr. Allen with Steck Cooper presented the board with the upcoming information regarding our liability insurance renewals. The big changes were to our general liability account. 10 companies denied the airport of coverage. Over all the market is seeing a 30-40% increase in the industry. Commissioners had multiple questions regarding coverages and claims. Mr. Allen answered all that was directed to him.

Airport staff presented a brief overview of the current airport budget.

Commissioner Ross presented the minutes of the Regular Board Meeting May 21, 2020 Commissioner LaMarsh moved to approve the minutes. Commissioner Kleeman seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner Kleeman-	aye
Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Franklin-	aye
Commissioner Herzog-	aye
Commissioner Futrell-	aye
Commissioner Keister-	absent

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

Commissioner Ross presented the financial statements for the twelfth month of fiscal year 2019/2020. Commissioner LaMarsh moved to approve the statements as printed. Commissioner Kleeman seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner Kleeman-	aye
Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Franklin-	aye
Commissioner Herzog-	aye
Commissioner Futrell-	aye
Commissioner Keister-	absent

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

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

Commissioner Kleeman- aye
 Commissioner LaMarsh- aye
 Commissioner Ross- aye
 Commissioner Franklin- aye
 Commissioner Herzog- aye
 Commissioner Futrell- aye
 Commissioner Keister- absent

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

ST LOUIS REGIONAL AIRPORT
 ACCOUNTS PAYABLE
 June 18, 2020

THE FOLLOWING BILLS HAVE BEEN PAID SINCE THE LAST MEETING:

PAYABLE TO:	AMOUNT:	CHARGE TO:
<u>General Fund</u>		
Bethalto Water	\$ 32.84	Cedar
Delta Dental	\$ 693.72	Health Ins
Envision	\$ 100.00	Health Ins
Farm and Home	\$ 766.39	Grounds-General
Homefield Energy	\$ 2,206.28	Utilities
Illinois Public Risk Fund	\$ 3,810.00	Workers Comp
John Deere	\$ 256.98	Unit #11-76.93 Unit #9-155.30 Unit #10-24.75
Principal	\$ 1,690.98	Life-153.58 Dis-1537.40
Republic Services	\$ 178.86	Operational
Sams	\$ 85.70	Dues/Fees-35.18 Vending-26.54 Operational-37.96 Janit (13.98)
Southwestern Electric	\$ 47.40	Utilities
Sprint	\$ 369.60	Telephone
St Louis Regional	\$ 260.05	Health Ins-19.25 Operational-17.79 Vending-26.99 Radio-19.86 Unit #2-130.00 Janitorial-46.16
	\$ 270.83	Radio-45.00 Uniform-159.33 Operational-19.73 Vending-46.77
	\$ 162.52	Uniform
United Health Care	\$ 9,091.88	Health Ins
VSP	\$ 212.19	Health Ins
Verizon	\$ 115.49	Telephone

Were Approved:

<u>General Fund</u>		
Alton Equipment Rental	\$ 65.50	Shop
Ameren	\$ 924.08	Utilities
AT & T	\$ 84.15	Telephone
	\$ 83.07	Telephone
Banner Fire	\$ 277.40	Unit #23
Budget Signs	\$ 230.00	Unit #2
Card Services	\$ 59.96	Cedar St.
	\$ (1,268.00)	Meetings & Seminars (1320.00) Office 52.00
Culligan	\$ 35.50	Operational
Department of Treasury	\$ 25.40	Health Ins
		LED Sign-1365.32 Grounds-Aero-3307.67
		Cap Grounds-20500.00 (new gate and operator)
GRP Wegman	\$ 25,172.99	
Hibu	\$ 210.00	Adv/Mrk
Kane Mechanical	\$ 1,438.68	Cedar St.
Jeff Weishaupt	\$ 2,500.00	Legal

Madison County Treasurer	\$	37,832.22	Real Estate Taxes
McKay	\$	277.74	Unit #10-172.72 Unit #9-105.02
Midwest Occupational Med	\$	255.00	Training-210.00 Employee Assistance-45.00
Motorola	\$	117.00	Radio
NEMA	\$	600.00	Dues/Fees
Old Republic	\$	1,339.00	PrePaid Insurance
Quill	\$	187.89	Office-177.17 Janitorial-10.72
Safety Kleen	\$	479.54	Shop
Sanders Waste	\$	103.00	Operational
Steck Cooper	\$	145,174.00	PrePaid Insurance
Strategic Value Media	\$	2,195.00	Adv/Mrk
Verizon	\$	115.49	Telephone-Wireless
WBGZ	\$	1,203.00	Adv/Mrk
Willie's Tire	\$	640.00	Unit #12

Unfinished business:

- Illinois Department of Transportation has selected Stutz Excavating Inc. as the contractor for the next phase of T-hangar ramp/taxi lane project.
- The airport's application for CARES grant monies has been accepted. Monies have not yet been dispersed. Commissioner LaMarsh requested that this money once it is received that \$60,000 goes in to emergency account and \$9,000 in to the equipment account. Jason stated that based off the recommendation of I.D.O.T that this money will be put towards salaries.
- All pleading for evictions and confiscations have been filed and awaiting court orders. Attorney Weishaupt summoned McIntosh with no response. This will be published to proceed further. Commissioner LaMarsh asked about them getting served then have period of time. Attorney Weishaupt stated things are loosening up at the courthouse and he was expecting August. Commissioner Herzog stated we don't know if this person is deceased or not. Attorney Weishaupt stated either way he will do the publication and moved forward.
- Consider the proposal for an airport succession planning policy submitted by Commissioner LaMarsh at last month's meeting of the airport board. Commissioner LaMarsh would like for it to be reviewed by Mr. Berry a labor law attorney. He would specifically the mandatory retirement age be reviewed in detail, with a legal fee of no more than 360.00 billable hour. Commissioner Ross made the motion to proceed with having Mr. Berry look over the document and give his legal opinion. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner Kleeman- aye
 Commissioner LaMarsh- aye
 Commissioner Ross- aye
 Commissioner Franklin- aye
 Commissioner Herzog- aye
 Commissioner Futrell- aye
 Commissioner Keister- absent

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

- Inspecting and securing of airport restaurant.
 Direct Miller stated that the lease is in default between High Flyers Grill and the airport authority.
- Status of unpaid water bill at airport restaurant.
 The water has been shut off by the airport at the restaurant after we were informed, we would be responsible for the bill. Commissioner Herzog asked if they had any intention of paying it. Director Miller replied I doubt it. Commissioner Herzog also mentioned now we are over a year and a half discussing this. They owe back taxes and now the water bill. After some discussion between the board members, council and staff, Director Miller was instructed to have the restaurant building chained up and those wanting in will need to be escorted by airport staff or crew.

New Business:

- Brian Keister is Bethalto Mayor's Alan Winslow's appointment to the board. He will replace Matt Mayberry expired term.
- Consider letter of engagement for the annual airport audit. The engagement was accepted.
- Vote to make public or keep closed the last 6 months of executive session minutes. The commissioners decided to go back to this after further review.
- Enter executive session to deliberate on an independent contractor with any voting to be accomplished after returning to open session. (In accordance with 5 ILCS 120/2 (c) (1).)
- Consider an amendment to the by-laws to read, "All contracts concerning the airport authority are required to have the director, board secretary and board chairman signatures after being reviewed and passed by a majority of the board".

Commissioner Ross proceeded for the board to go in to executive session to discuss fees and legal arrangement with airport council as an independent contractor. Commissioner Futrell moved to proceed with executive session. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner Kleeman-	aye
Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Franklin-	aye
Commissioner Herzog-	aye
Commissioner Futrell-	aye
Commissioner Keister-	absent

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

Commissioner LaMarsh moved to proceed to go back in to regular session. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner Kleeman-	aye
Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Franklin-	aye
Commissioner Herzog-	aye
Commissioner Futrell-	aye
Commissioner Keister-	absent

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

Commissioner LaMarsh took roll call after executive session was closed. On call of the roll, the following Commissioners answered present: Wendell Ross, Shirley Kleeman, Chris Herzog, Robert LaMarsh and Steve Futrell were present. Also, present: Director David Miller, Accounts Payable Crystal Geisen Accounts and Accounts Receivable Denine Anderson.

Commissioner Keister, Airport Manager Jason Christians and Airport Attorney Jeffery Weishaupt were absent.

Commissioner Ross made a motion to end the relationship between Attorney Weishaupt and the airport authority. The airport will go out for RFP's for a new attorney. Anyone including Jeffery may apply with their terms and rates. These need to be to the attention of Chairman Ross. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner Kleeman-	aye
Commissioner LaMarsh-	aye
Commissioner Ross-	aye
Commissioner Franklin-	aye

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

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

Commissioner Futrell stated on the amendment to the by-laws regarding the signatures on contracts with the airport authority to be over a certain dollar amount. Commissioner Ross is to put out a draft regarding this issue. This will be brought back to the board; no action was taken at this time.

Airport Directors Report:

- Airport Rescue and Firefighting crew responded on Wednesday, June 10, to a corporate aircraft experiencing a landing gear malfunction. The aircraft landed without incident.
- Airport traffic count down .6 percent for May 2019; down 13 percent year-to-date from 2019.

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

Wendell Ross

Shirley Kleeman

Robert LaMarsh

Larry Franklin

Chris Herzog

Steve Futrell

Brian Keister