

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
ST. LOUIS REGIONAL AIRPORT
July 16, 2020
Held via conference call**

**The general public can attend this meeting by calling
971-224-6585 and entering conference code 323407**

A Regular Meeting of the Board of Commissioners of the St. Louis Regional Airport was held pursuant to by-laws via conference call due to Covid-19 on Thursday, July 16, 2020, at the hour of 4:31 P.M. On call of the roll, the following Commissioners answered present: Wendell Ross, Shirley Kleeman, Robert LaMarsh, Larry Franklin, Christopher Herzog and Steve Futrell. Commissioner Brian Keister was absent. Also present: Director of Aviation David C. Miller, Airport Manager Jason Christians, Accounts Receivable Denine Anderson and Accounts Payable Crystal Geisen.

Guests Present were: Jack Hymes attorney candidate and Jill Moon with the Telegraph.

Chairman Ross presented the minutes of the Regular Board Meeting of June 18, 2020. Chairman Ross moved to delay approving the June minutes. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

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

The motion passed by a unanimous vote of the Board in favor to not approve June board meeting minutes as written.

Chairman Ross presented the financial statement for the first month of fiscal year 2020-2021. Commissioner Kleeman moved to approve the statements as printed. Commissioner LaMarsh seconded the motion and in a roll call vote, the Commissioners voted:

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

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

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

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

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

The following bills have been paid since the last meeting:

Payable to	Amount	Charge to:
<u>General Fund</u>		
Ace Hardware	\$ 62.92	Operational-13.99 Aero-47.97 Bldg #1-7.96 Discount <7.00>
Charter	\$ 340.34	Operational-98.07 Telephone-242.30
Delta Dental	\$ 462.48	Health Ins
Envision	\$ 125.00	Health Ins
Farm and Home	\$ 9.96	Main Veh
Homefield Energy	\$ 3,339.86	Utilities
Illinois Depart. of Employment	\$ 55.20	Unemployment Ins.
Illinois Public Risk Fund	\$ 3,810.00	Workers Comp
KCI	\$ 1,071.18	Health Ins
Principal	\$ 1,768.32	Life-153.62 Dis-1614.70
Quill	\$ 192.16	Office-181.44 Janitorial-10.72
Republic Services	\$ 178.86	Operational
Southwestern Electric	\$ 9.44	Utilities
	\$ (198.34)	
Sprint		Telephone
United Health Care	\$ 16,819.98	Health Ins

WERE APPROVED:

<u>General Fund</u>		
Albion	\$ 1,584.00	Ground-Aeronautical
Ameren	\$ 1,477.19	Utilities
AT & T	\$ 84.16	Telephone
	\$ 84.72	Telephone
Banner Fire	\$ 95.42	Unit #23
Bethalto Water	\$ 16.65	Utilities
	\$ 2,315.05	Utilites-Restaurant
		Operational-326.80 Adv-150.00 Radio-264.95
Card Services	\$ (119.12)	Training-185.00 M-1-222.13
	\$ 343.11	Operational-299.99 Unit #21
Commerical Kitchen Services	\$ 1,382.00	Bldg #1
Culligan	\$ 35.50	Operational
Feld Fire	\$ 225.00	Fire Equip
Frost	\$ 318.44	T-Hangar
Garella	\$ 145.00	Bldg #1
Hearst Media	\$ 329.15	Operational
Illinois EPA	\$ 500.00	Dues/Fees
John Deere	\$ 3,959.41	Unit #11
Jourdain Roofing	\$ 870.28	Bldg #2-612.28 Bldg #9-258.00
Kane Mechanical	\$ 908.45	Bldg #11
McKay	\$ 419.20	Shop-89.99 Veh-164.70 Unit #9-124.99 Unit #M-3-39.52
Newmayer	\$ 1,964.45	Fuel Farm
St Louis Regional Airport	\$ 285.52	Petty Cash-Vending-51.32 Operational-12.15 Health-96.06 Janitorial-125.99
Sams	\$ 36.24	Vending
Sentinel	\$ 1,919.40	Fire Equip
Sprint	\$ 354.05	Telephone-Wireless
Tanknology	\$ 1,434.50	Fuel Farm
The Record	\$ 120.00	Operational
Verizon	\$ 0.76	Telephone-Wireless
VSP	\$ 212.19	Health Ins

WBGZ	\$	1,203.00	Adv/Mrk
West Star Aviation	\$	201.92	Training

2018 Bond

Treasurer State of Illinois	\$	31,796.37	Taxiway
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The Board was informed that Illinois Department of Transportation (I-DOT) has selected Stutz Excavating, Inc. as the contractor for the next phase of T-hangar ramp/taxilane project. The notice-to-proceed has not been issued.

The airport's application for CARES grant monies has been accepted. Monies have not yet been dispersed. The disbursement is being reviewed by the Illinois Department of Transportation (I-DOT) review of the General Accounting & Transparency Act (GATA) process.

Continued review and deliberations on the succession plan (submitted by Commissioner LaMarsh). Commissioner LaMarsh moved to approve the succession plan. Commissioner Herzog suggested waiting until airport has new counsel on staff and let them review it. Commissioner LaMarsh withdrew his motion. Discussion tabled.

Airport staff reports the status on the demise of the airport restaurant agreement; they have been moving things out.

Consider an amendment to the by-laws to read, "All contracts concerning the Airport Authority are required to have the Director and Board Chairman signatures and contracts over the total amount of \$5000.00 be reviewed and passed by a majority vote of the Airport Board." Chairman Ross moved to amend the amount of the amendment to \$7500.00 only for contracts the airport gets involved in. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

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

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

There was discussion among the board concerning the status on selection of airport attorney.

Commissioner Herzog- concern-retainer was the option in most resume'. Are we still going to do hourly?

Commissioner LaMarsh- stated since he initiated billable hours and since we are starting over fresh he would be open for billable hours or retainer.

Commissioner Futrell- stated he does not believe body of work at the airport desires a retainer.

Commissioner LaMarsh-stated he would like one price for billable hours no matter the task at hand is.

Commissioner Ross- expressed to Commissioner Kleeman that since she did not have copies for her review we will hold off on voting/selecting until all board members have a chance to review applications.

Commissioner Ross also stated there were 11 applications received and suggests the board to vote and get the number down to two or three and then invite them to talk to the board.

Airport received a request for public “Trunk or Treat” activity for Saturday October 17. Director Miller suggested no mass gatherings at the airport during a pandemic. Chairman Ross stated cancel all major activities until further notice.

Director Miller presented to the board local radio station WBGZ is offering 2020 customer appreciation discount (attachment in board packages). Commissioners by unanimous consent thinks “we will get a bang for our buck” and agreed to accept package #4 of the offer.

Airport Director’s Report:

- a. Renewal of leases for T & E Coins and Diamond Nails ready for signing. It’s a 3 year renewal...until 2023
- b. Traffic count: Down about 10% in both categories verse last year.
- c. Airport Rescue and Fire Fighting (ARFF) response: None
- d. Deliberations resume for a car wash facility to be located between Quick Trip and Arby’s restaurant. Discussions include access to the site.
- e. Status of rents being current for airport properties. No one is in the arrears.

Board Member Comments:

Commissioner LaMarsh made comments about the article in the telegraph.

- Succession plan is the airport business only.
- There was no need to mention counsel name in article.
- Article did not indicate that the policy would not affect anyone currently at the airport.
- All contracts to have multiple signatures... for discussion only.

Commissioner Kleeman – thank you for sending applications to her.

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

Wendell Ross

Robert LaMarsh

Shirley Kleeman

Larry Franklin

Brian Keister

Steve Futrell

Christopher Herzog