

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
ST. LOUIS REGIONAL AIRPORT  
March 16, 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 62021 on Thursday, March 16, 2023, at the hour of 4:30 P.M. On call of the roll, the following Commissioners answered present: Dave Wilson, Robert LaMarsh, Brian Keister, Christopher Herzog, Steve Futrell, Matt Kelly and Amber Baileygaines. Also present: Airport Director Danny Adams, Airport Attorney James Sinclair, Accounts Receivable Denine Anderson and Accounts Payable Crystal Geisen. Assistant Airport Director Rocky Lawson was not present.

Guests Present were Tom Peters with Farmers National Company, Barry Stolz with Hanson Engineering, Terri Keister with the Bethalto Village and Chamber, Garrett Frerker with The Woodlane Group and Julie Kramer with EAA Chapter 864.

Chairman Kelly presented the minutes of the Regular Board meeting from February 16, 2023. Commissioner Wilson moved to approve all meeting minutes. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Kelly-	aye
Commissioner Futrell-	aye
Commissioner Wilson-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Baileygaines-	aye

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

Chairman Kelly presented the minutes of the Executive Session meeting from February 16, 2023. Minutes were tabled.

Chairman Kelly presented the financial statements for the ninth month of fiscal year 2022-2023. Commissioner Futrell had a question on the financial statements related to the rental property electric bill. It was answered by accounts payable. Commissioner Keister 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 Kelly-	aye
Commissioner Futrell-	aye
Commissioner Wilson-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Baileygaines-	aye

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

Chairman Kelly presented the bills for approval. Commissioner Keister 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 Kelly-	aye
Commissioner Futrell-	aye
Commissioner Wilson-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Baileygaines-	aye

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

The following bills have been paid since the last meeting:

<b>ACE HARDWARE</b>			
	03/09/2023	6272 · 24- Hangar Emporium	109.56
	03/09/2023	6245 · 5-fire house	8.59
	03/09/2023	6550 · Operational Expense	2.59
	03/09/2023	6235 · Shop, tools, sm equip	44.98
	03/09/2023	6660 · Cash Discounts	<u>-16.58</u>
Total ACE HARDWARE			149.14
<b>Alton Physical Therapy</b>			
	03/09/2023	6150 · Health Insurance	<u>70.00</u>
Total Alton Physical Therapy			70.00
<b>BETHALTO WATER DEPT</b>			
	03/09/2023	6732 · Water	181.89
	03/09/2023	6271 · 23-Rental House	<u>24.55</u>
Total BETHALTO WATER DEPT			206.44
<b>Charter Business</b>			
	03/01/2023	6550 · Operational Expense	5.26
	03/01/2023	6711 · Office/Internet	<u>0.00</u>
Total Charter Business			5.26
<b>Delta Dental</b>			
	03/01/2023	6150 · Health Insurance	<u>691.06</u>
Total Delta Dental			691.06
<b>Elisa Jellen Couseling</b>			
	03/09/2023	6150 · Health Insurance	<u>1,025.00</u>
Total Elisa Jellen Couseling			1,025.00
<b>Envision</b>			
	02/28/2023	6150 · Health Insurance	6,314.02
	02/28/2023	6150 · Health Insurance	175.00
	02/28/2023	6150 · Health Insurance	35.00
	02/28/2023	6150 · Health Insurance	103.23
	02/28/2023	6150 · Health Insurance	3.95
	02/28/2023	6150 · Health Insurance	23.89
	02/28/2023	6150 · Health Insurance	10.00
	02/28/2023	6150 · Health Insurance	118.03
	02/28/2023	6150 · Health Insurance	248.40
	02/28/2023	6150 · Health Insurance	300.00
	02/28/2023	6150 · Health Insurance	98.17
	02/28/2023	6150 · Health Insurance	75.00
	02/28/2023	6150 · Health Insurance	29.50
	02/28/2023	6150 · Health Insurance	73.54
	03/09/2023	6150 · Health Insurance	<u>110.00</u>
Total Envision			7,717.73
<b>F P Mailing Solutions</b>			
	03/01/2023	6554 · Postage	<u>100.00</u>
Total F P Mailing Solutions			100.00
<b>Farm and Home Supply</b>			
	03/09/2023	6435 · 29 -23 Trailer Express	83.98
	03/09/2023	6426 · 24-92 chevrolet	<u>49.99</u>
Total Farm and Home Supply			133.97
<b>ILLINOIS MUNICIPAL RETIREMENT FUND</b>			
	02/28/2023	6581 · IMRF	<u>2,168.18</u>
Total ILLINOIS MUNICIPAL RETIREMENT FUND			2,168.18
<b>Illinois Public Risk Fund</b>			
	03/01/2023	6145 · Workers Comp Ins	<u>2,134.00</u>
Total Illinois Public Risk Fund			2,134.00
<b>NCPERS -IL IMRF</b>			
	03/09/2023	6580 · NCPERS	<u>128.00</u>

Total NCPERS -IL IMRF			128.00
<b>PETTY CASH-SLRA</b>			
	03/01/2023	6540 · Vending Expense	14.80
	03/01/2023	6530 · Office Supplies/Furn/Equip	61.20
	03/01/2023	6520 · Meetings/Seminars	36.17
	03/01/2023	6722 · Meals	42.58
	03/01/2023	6550 · Operational Expense	42.66
	03/01/2023	6552 · Licenses and Registration	9.50
	03/01/2023	6723 · Travel	<u>52.22</u>
Total PETTY CASH-SLRA			259.13
<b>PRINCIPAL</b>			
	03/09/2023	6165 · Life Insurance	162.60
	03/09/2023	6160 · Disability Insurance	<u>1,629.17</u>
Total PRINCIPAL			1,791.77
<b>QUILL</b>			
	02/21/2023	6530 · Office Supplies/Furn/Equip	<u>190.52</u>
Total QUILL			190.52
<b>Republic Services</b>			
	03/09/2023	6550 · Operational Expense	252.58
	03/09/2023	6267 · 25-HowLite 2/1/2023	30.09
	03/09/2023	6268 · 25-Diamond Nails	30.09
	03/09/2023	6269 · 25-Edwards Jones	30.09
	03/09/2023	6270 · 25-T & E Coins	<u>30.10</u>
Total Republic Services			372.95
<b>SOUTHWESTERN ELECTRIC</b>			
	03/09/2023	6731 · Electric	9.44
	03/09/2023	6731 · Electric	53.47
	03/09/2023	6271 · 23-Rental House	<u>279.94</u>
Total SOUTHWESTERN ELECTRIC			342.85
<b>United Health Care</b>			
	03/01/2023	6150 · Health Insurance	<u>10,206.11</u>
Total United Health Care			10,206.11
<b>VSP</b>			
	03/09/2023	6150 · Health Insurance	<u>231.22</u>
Total VSP			231.22
<b>Washington University Physicians</b>			
	03/09/2023	6150 · Health Insurance	<u>2,156.80</u>
Total Washington University Physicians			2,156.80

**THE FOLLOWING BILLS WERE APPROVED:**

<b>AMERENIP</b>			
	03/15/2023	6731 · Electric	<u>6,172.92</u>
Total AMERENIP			6,172.92
<b>AT &amp; T</b>			
	03/15/2023	6711 · Office/Internet	<u>64.31</u>
Total AT & T			64.31
<b>Banner Fire Equipment</b>			
	03/15/2023	6429 · 26- 2012 Fire Truck	<u>101.74</u>
Total Banner Fire Equipment			101.74
<b>BETHALTO WATER DEPT</b>			
	03/15/2023	6241 · 1-restaurant	5.16
	03/15/2023	6732 · Water	<u>198.25</u>
Total BETHALTO WATER DEPT			203.41
<b>BUDGET SIGNS</b>			
	03/15/2023	6550 · Operational Expense	<u>18.75</u>
Total BUDGET SIGNS			18.75
<b>CARD SERVICES</b>			
	03/15/2023	6271 · 23-Rental House	640.00

	03/15/2023	6220 · Janitorial Supplies	329.76
	03/15/2023	6502 · General	4,796.11
	03/15/2023	6711 · Office/Internet	255.18
	03/15/2023	6150 · Health Insurance	114.94
	03/15/2023	6530 · Office Supplies/Furn/Equip	198.22
	03/15/2023	6550 · Operational Expense	118.00
	03/15/2023	6429 · 26- 2012 Fire Truck	<u>217.24</u>
Total CARD SERVICES			6,669.45
<b>Culligan Water</b>			
	03/15/2023	6550 · Operational Expense	<u>53.50</u>
Total Culligan Water			53.50
<b>F P Mailing Solutions</b>			
	03/15/2023	6680 · Dues/Fees	<u>102.00</u>
Total F P Mailing Solutions			102.00
<b>Grainger</b>			
	03/15/2023	6501 · Aeronautical	<u>345.78</u>
Total Grainger			345.78
<b>Illinois State Fire Marshall</b>			
	03/15/2023	6680 · Dues/Fees	<u>70.00</u>
Total Illinois State Fire Marshall			70.00
<b>Kane Mechanical</b>			
	03/15/2023	6251 · 11-admin	286.66
	03/15/2023	6256 · 16-w.s. paint	286.66
	03/15/2023	6249 · 9- w.s.	<u>286.68</u>
Total Kane Mechanical			860.00
<b>LOGO IT-LANGA RESOURCE GROUP</b>			
	03/15/2023	6230 · Uniform	<u>167.72</u>
Total LOGO IT-LANGA RESOURCE GROUP			167.72
<b>MCKAY</b>			
	03/15/2023	6426 · 24-92 chevrolet	<u>5.98</u>
Total MCKAY			5.98
<b>PART STOP</b>			
	03/15/2023	6408 · 7-2000 international dump	12.95
	03/15/2023	6403 · 2-2016 chev sil 1500	47.96
	03/15/2023	6426 · 24-92 chevrolet	56.30
	03/15/2023	6429 · 26- 2012 Fire Truck	<u>23.97</u>
Total PART STOP			141.18
<b>SAMS CLUB</b>			
	03/15/2023	6540 · Vending Expense	18.48
	03/15/2023	6220 · Janitorial Supplies	<u>40.46</u>
Total SAMS CLUB			58.94
<b>Stobbs, Sinclair, &amp; Livingston, LTD</b>			
	03/15/2023	6705 · Legal Fees	<u>2,355.57</u>
Total Stobbs, Sinclair, & Livingston, LTD			2,355.57
<b>Waltco</b>			
	03/15/2023	6235 · Shop, tools, sm equip	<u>110.66</u>
Total Waltco			<u>110.66</u>
<b>TOTAL</b>			<b>17,501.91</b>

Public Participation: Tom Peters with Farmers National reintroduced himself and introduced Garrett Frerker the current farmer.

Discussion on Restaurant Items: Director Adams informed the Board of Commissioners we will begin to move all items out.

Discussion/Action on The Hangar Emporium Lease: Director Adams updated the Board of Commissioners on the current amount owed and advised there has been some interest in leasing the buildings so we may be able to rent them out.

Director Adams gave the Board an update on Budget Planning Committee meeting.

Discussion/Action on Security Conference: Commissioner Keister moved approve Security Coordinator Denine Anderson to attend the Homeland Security Conference in Chicago, Illinois in July 2023. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Kelly-	aye
Commissioner Futrell-	aye
Commissioner Wilson-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Baileygaines-	aye

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

Discussion/Action on National AAAE Conference: Commissioner LaMarsh moved to approve Director Adams to attend the National Airport Conference in Denver, Colorado in June 2023. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Kelly-	aye
Commissioner Futrell-	aye
Commissioner Wilson-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Baileygaines-	aye

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

Discussion/Action on Concrete Bids for Aircraft Ramp Repair: The airport solicited bids and received four quotes. The low of \$27,865 and a high of \$55,000. Commissioner Bailygaines moved to proceed with repairs using Stutz for a contract cost of \$27,865. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Kelly-	aye
Commissioner Futrell-	aye
Commissioner Wilson-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Baileygaines-	aye

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

Discussion/Action on Auditor Bids: The airport solicited bids and received two proposals. One from Hughes, Cameron & Company, a local company in Godfrey and a second from Sikich. Commissioner Herzog moved to accept proposal from Hughes, Cameron & Company in the amounts of \$25,750-\$35,000 progressively. Commissioner Wilson seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	excused
Commissioner Kelly-	aye
Commissioner Futrell-	aye
Commissioner Wilson-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Baileygaines-	aye

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

Discussion/Action on Door and Security Upgrade Bids: The airport solicited bids and received two quotes. St. Louis Automatic Door (\$19,896.62) and Bethalto Glass (\$107,810). This is to replace three existing doors and install locks, push bars, and keypads on 5 doors total. Commissioner Keister moved to accept the quoted from St. Louis Automatic Door. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Kelly-	aye
Commissioner Futrell-	aye
Commissioner Wilson-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Baileygaines-	aye

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

Discussion/Action on Airport Technology Policy was presented to the Board of Commissioners. Director Adams stated that it was started from scratch and he used some feedback received from one Commissioner and Airport Attorney. Commissioner Futrell expressed concerns about copyright material and shareware, data backup and asked if it should include a policy review statement. After some discussion, this item was tabled.

Discussion on Airport Goals and Objectives was explained by Director Adams to the Board of Commissioners as an item that was completed in-house of four large objectives, FAA compliance, community relations, business development, and equipment and assets. Detailed goals show how we plan to achieve objectives.

Airport Manager's Report:

- Air Traffic control statistics 2,000 operations for February, slightly up from last February.
- Leases – 3 strip mall leases (Edward Jones, Diamond Nails, T&E Coins) expiring this, Summer. Ace Hardware is looking to incorporate an LLC. West Star expansions.
- Summer seasonal position advertised on Facebook. Reached over 12,000 people. Hope to have 4 positions filled by April.
- Credit to staff for assistance last several weeks helping with tasks.

Commissioner Herzog moved to enter Executive Session at 5:06 p.m.

Closed Session in accordance with Illinois Open Meetings Act 5ILCS 120/2(c)(1). Discussion/Action Regarding Personnel Matters (Including, But Not Limited To, Employee Termination Hearing & Action Thereon). Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Kelly-	aye
Commissioner Futrell-	aye
Commissioner Wilson-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Baileygaines-	aye

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

Commissioners re-enter Regular Session at 5:22pm with no action taken.

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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**Amber Baileygaines**

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**Christopher Herzog**

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**Brian Keister**

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**Steve Futrell**

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**Dave Wilson**