

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
ST. LOUIS REGIONAL AIRPORT
May 19, 2022**

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, May 19, 2022, at the hour of 4:33 P.M. On call of the roll, the following Commissioners answered present: Wendell Ross, Robert LaMarsh, Brian Keister, Christopher Herzog, Steve Futrell. Commissioner Cody Hinkle arrived at 4:43 P.M. Also present: Airport Director Danny Adams, Accounts Receivable Denine Anderson and Accounts Payable Crystal Geisen. Airport Attorney David Livingstone was absent.

The swearing in of Commissioner Matt Kelly representing the city of Alton was administered by Chairman Wendell Ross.

Guests Present were Julie Kramer with EAA Chapter 864 who gave an update on the EAA chapter and invited the Board member to the chapter meeting. Barry Stolz with Hanson Engineering and Cora Miller.

Chairman Ross presented the Special board meeting minutes from April 6, 2022. Commissioner Keister moved to approve all meeting minutes. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Hinkle-	absent
Commissioner Futrell-	aye
Commissioner Ross-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye

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

Chairman Ross presented the Regular board meeting minutes from April 21, 2022. Commissioner Keister moved to approve all meeting minutes. Commissioner LaMarsh seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Hinkle-	absent
Commissioner Futrell-	aye
Commissioner Ross-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye

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

Chairman Ross presented the financial statements for the eleventh month of fiscal year 2021-2022. Commissioner Herzog 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 Hinkle-	absent
Commissioner Futrell-	aye
Commissioner Ross-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye

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

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

Commissioner LaMarsh- aye
 Commissioner Hinkle- absent
 Commissioner Futrell- aye
 Commissioner Ross- aye
 Commissioner Keister- aye
 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:

	Date	Account	Amount
ACE HARDWARE			
	05/05/2022	6268 · 25-Diamond Nails	115.94
	05/05/2022	6251 · 11	25.77
	05/05/2022	6245 · 5	616.46
	05/05/2022	6660 · Cash Discounts	-75.83
Total ACE HARDWARE			682.34
AMERENIP			
	04/26/2022	6731 · Electric	277.55
	05/13/2022	6731 · Electric	297.98
	05/13/2022	6731 · Electric	882.42
	05/17/2022	6731 · Electric	62.75
	05/17/2022	6731 · Electric	668.97
	05/17/2022	6731 · Electric	152.56
	05/17/2022	6731 · Electric	43.66
	05/17/2022	6731 · Electric	497.25
	05/17/2022	6731 · Electric	52.09
	05/17/2022	6731 · Electric	693.98
	05/17/2022	6731 · Electric	1,262.47
Total AMERENIP			4,891.68
AT & T			
	05/13/2022	6711 · Office/Internet	72.06
Total AT & T			72.06
BETHALTO WATER DEPT			
	05/05/2022	6732 · Water	42.92
	05/05/2022	6241 · 1	25.36
	05/13/2022	6732 · Water	18.00
	05/18/2022	6732 · Water	165.26
Total BETHALTO WATER DEPT			251.54
Bob Cat of St Louis			
	05/12/2022	617 · 2018 Bond Expense	84,189.76
	05/12/2022	8100 · Contingency	45,428.27
	05/12/2022	6746 · Equipment	10,667.37
	05/12/2022	8010 · Other Expenses	8,935.82
Total Bob Cat of St Louis			149,221.22
BUDGET SIGNS			
	05/19/2022	6300 Fuel Farm Maintenance	250.00
	05/19/2022	6550 Operational Expense	14.25
Total BUDGET SIGNS			264.25
CARD SERVICES			
	05/19/2022	6450 · Fire-Radio Equip	92.94
	05/19/2022	6530 · Office Supplies/Furn/Equip	77.82
	05/19/2022	6230 · Uniform	47.41
	05/19/2022	6420 · 18	284.28

	05/19/2022	6245 · 5	68.53
	05/19/2022	6501 · Aeronautical	469.15
	05/19/2022	6180-3 · Internet/Website	170.00
	05/19/2022	6738·Office Equipment/Furniture	796.86
Total CARD SERVICES			2,006.99
Charter Business			
	05/05/2022	6550 · Operational Expense	110.97
	05/05/2022	6711 · Office/Internet	252.00
Total Charter Business			362.97
Computer Specialists			
	05/05/2022	6706 · Professional- Other	200.00
Total Computer Specialists			200.00
Culligan Water			
	05/13/2022	6550 - Operational Expense	35.50
Total Culligan Water			35.50
Danny Adams			
	05/19/2022	8010 · Other Expenses	7,521.09
Total Danny Adams			7,521.09
Delta Dental			
	05/05/2022	6150 · Health Insurance	637.60
Total Delta Dental			637.60
Envision			
	04/22/2022	6150 · Health Insurance	27.59
	04/22/2022	6150 · Health Insurance	45.00
	04/22/2022	6150 · Health Insurance	4.98
	04/22/2022	6150 · Health Insurance	186.85
	04/22/2022	6150 · Health Insurance	46.03
	04/22/2022	6150 · Health Insurance	89.51
	04/22/2022	6150 · Health Insurance	130.96
	04/22/2022	6150 · Health Insurance	2.92
	04/22/2022	6150 · Health Insurance	16.48
	04/22/2022	6150 · Health Insurance	11.21
	04/22/2022	6150 · Health Insurance	585.51
	04/22/2022	6150 · Health Insurance	104.44
	04/22/2022	6150 · Health Insurance	35.27
	04/26/2022	6150 · Health Insurance	89.51
	04/26/2022	6150 · Health Insurance	856.98
	04/27/2022	6150 · Health Insurance	44.61
	04/28/2022	6150 · Health Insurance	51.89
	05/05/2022	6150 · Health Insurance	110.00
Total Envision			2,439.74
Heritage Petroleum LLC			
	05/18/2022	6210 · Fuel	13,847.02
Total Heritage Petroleum LLC			13,847.02
ILLINOIS MUNICIPAL RETIREMENT FUND			
	04/28/2022	6581 · IMRF	6,633.54
Total ILLINOIS MUNICIPAL RETIREMENT FUND			6,633.54
Illinois Public Risk Fund			
	05/13/2022	6145 · Workers Comp Ins	4,653.00
Total Illinois Public Risk Fund			4,653.00
JL NASH			
	05/13/2022	6550 · Operational Expense	200.00
Total JL NASH			200.00

John Deere Financial				
	05/03/2022	6416 · 15		353.61
	05/03/2022	6410 · 9		303.10
	05/03/2022	6411 · 10		455.58
	05/03/2022	6406 · 5		124.20
	05/03/2022	6412 · 11		677.72
	05/03/2022	6235 · Shop, tools, sm equip		5.00
	05/03/2022	6400 · Maintenance of Equipment		-10.00
Total John Deere Financial				1,909.21
LOGO IT-LANGA RESOURCE GROUP				
	05/17/2022	6230 · Uniform		51.00
Total LOGO IT-LANGA RESOURCE GROUP				51.00
LOWES				
	05/13/2022	6251 · 11		134.63
	05/13/2022	6271 · 23-Rental House		742.52
Total LOWES				877.15
Marxam				
	05/17/2022	6530 · Office Supplies/Furn/Equip		25.00
Total Marxam				25.00
MCKAY				
	05/13/2022	6428 · M-2		33.36
Total MCKAY				33.36
Midwest Occupational Medicine				
	05/13/2022	6551 · Employee Assistance Program		48.00
Total Midwest Occupational Medicine				48.00
PETTY CASH-SLRA				
	05/12/2022	6180-2 · Community		25.05
	05/12/2022	6180-4 · Promo		72.00
	05/12/2022	8010 · Other Expenses		1.20
	05/12/2022	6550 · Operational Expense		4.85
	05/12/2022	6230 · Uniform		193.98
	05/17/2022	6450 · Fire-Radio Equip		0.00
	05/17/2022	6230 · Uniform		0.00
	05/17/2022	6550 · Operational Expense		0.00
	05/18/2022	6450 · Fire-Radio Equip		468.36
	05/18/2022	6230 · Uniform		129.39
	05/18/2022	6550 · Operational Expense		27.19
Total PETTY CASH-SLRA				922.02
PRINCIPAL				
	05/10/2022	6165 · Life Insurance		292.68
	05/10/2022	6160 · Disability Insurance		2,559.18
Total PRINCIPAL				2,851.86
Republic Services				
	05/05/2022	6550 · Operational Expense		205.35
Total Republic Services				205.35
Riverbender.com Community Center				

		05/17/2022	6180 Advertising/Marketing	50.00	
	Total Riverbender.com Community Center			50.00	
	ROBERT SANDERS WASTE				
		05/18/2022	6267 · 25-Allstate 12/21/2017	30.09	
		05/18/2022	6268 · 25-Diamond Nails	30.09	
		05/18/2022	6269 · 25-Edwards Jones	30.09	
		05/18/2022	6270 · 25-T & E Coins	30.10	
	Total ROBERT SANDERS WASTE			120.37	
	SAFETY KLEEN				
		05/17/2022	6235 · Shop, tools, sm equip	944.00	
	Total SAFETY KLEEN			944.00	
	SAMS CLUB				
		05/13/2022	6220 · Janitorial Supplies	103.60	
	Total SAMS CLUB			103.60	
	SOUTHWESTERN ELECTRIC				
		05/03/2022	6731 · Electric	9.44	
		05/05/2022	6731 · Electric	52.60	
	Total SOUTHWESTERN ELECTRIC			62.04	
	ST LOUIS REGIONAL AIRPORT				
		04/22/2022	5500 · Transfer of Funds- Revenue	- 173,531.83	
		04/29/2022	5040 · Vending Machine	-335.00	
	Total ST LOUIS REGIONAL AIRPORT			- 173,866.83	
	Stobbs, Sinclair, & Livingston, LTD				
		05/17/2022	6705 · Legal Fees	1,871.75	
	Total Stobbs, Sinclair, & Livingston, LTD			1,871.75	
	The Atlanta National Bank				
		05/18/2022	6175 · Premier Air Series 2000	8,428.50	
	Total The Atlanta National Bank			8,428.50	
	TREASURER STATE OF ILLINOIS				
		05/17/2022	6177 · 2018 Bond Expense	63,411.89	
	Total TREASURER STATE OF ILLINOIS			63,411.89	
	United Health Care				
		05/05/2022	6150 · Health Insurance	9,613.42	
	Total United Health Care			9,613.42	
	VSP				
		05/05/2022	6150 · Health Insurance	212.19	
	Total VSP			212.19	
	Waltco				
		05/13/2022	6235 · Shop, tools, sm equip	181.97	
	Total Waltco			181.97	
	Williams Office Products				
		05/13/2022	6400 · Maintenance of Equipment	65.00	
	Total Williams Office Products			65.00	
	WILLIE'S TIRE SHOP				

		05/19/2022		6400 · Maintenance of Equipment	65.00
	Total WILLIE'S TIRE SHOP				65.00
	TOTAL				112,106.39

DEBT SERVICES

Heartland Bank					
		05/19/2022		7226 · Bond Interest Expense	43,575.00
	Total Heartland Bank				43,575.00
					43,575.00

Further discussion on refinancing airport municipal bonds was presented by Director Adams about his meeting with Liberty Bank. Commissioner Herzog commented about emails he received from both 1st MidState -David Pistorius and Bernardie-Kevin Wills. More research will be done by the Director.

Discussion of Real Estate Appraisals for Potential Lease and Sale Transactions.

- Cedar Street house (appraisal for sale); with and without improvements
- Edwardsville FAA Outer Marker property ~8 acres (appraisal for sale);
- Audubon Acres “pool encroachment” piece (appraisal for sale);
- Audubon Acres other parcel to be surveyed (appraisal for sale);
- Chiropractor Building (appraisal for sale); “fixed up” and “as is”
- Restaurant (appraisal for lease); tabled
- Land between QT and Arby’s (appraisal for ground lease); tabled

Director informed the Board it will be 4-6 weeks at the earliest for the top 2 items listed.

Discussion and Action on Appraisal contract with Hanson was presented in the amount of \$20,400.00 for the first five. Commissioner Futrell moved to approve the contract with Hanson. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

- Commissioner LaMarsh- aye
- Commissioner Hinkle- aye
- Commissioner Futrell- aye
- Commissioner Ross- aye
- Commissioner Keister- aye
- Commissioner Herzog- aye

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

Discussion on the future of the airport restaurant; it was mentioned that Bob McDaniels is working on that project. There was on potential interest, and they will get back with us to come out and look at it.

Discussion by legal counsel regarding review of airport leases was tabled.

Discussion and Action on Airport Firearm Policy was tabled until next month. The Board would like the insurance company to look over policy. Also, would like the policy to list which law enforcement agencies would respond if needed.

Update on hiring of Assistant Director for Airport Real Estate was presented by Adams. He stated the airport advertised on ziprecruiter.com, riverbender.com and Facebook. Three candidates were interviewed, and one was selected to make an offer to.

Commissioner Keister moved to accept the FY 2022-2023 Tentative Budget and Appropriation Ordinance. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

- Commissioner LaMarsh- aye
- Commissioner Hinkle- aye
- Commissioner Futrell- aye
- Commissioner Ross- aye

Commissioner Keister- aye
Commissioner Herzog- aye

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

Discussion for new tenant in former Allstate Building was briefed by Director Adams, as he stated, he would like to try advertising the space in house first with signs. If we do not get a tenant that way, then using a management agency to advertise.

Discussion and Action for Engineering Consultant Selection Committee was presented to the Board of Commissioners by the Director and Commissioner Keister agreed to serve on the committee. Request for Qualification packages are due by May 27, 2022.

Discussion and Action on office staff salary adjustment was presented by Director Adams. Commissioner Herzog moved to approve a \$1.00 per/hr increase effective June 1, 2022. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh- aye
Commissioner Hinkle- aye
Commissioner Futrell- aye
Commissioner Ross- aye
Commissioner Keister- aye
Commissioner Herzog- aye

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

Discussion and Action on Airport Director reimbursement was presented to the Board. Commissioner Keister moved to approve the reimbursement. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh- aye
Commissioner Hinkle- aye
Commissioner Futrell- aye
Commissioner Ross- aye
Commissioner Keister- aye
Commissioner Herzog- aye

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

Discussion on former Chiropractic Clinic building was presented as it needs work and an air conditioner. There were three quotes received ranging from \$9,000 to \$35,000 to complete mold remediation and clean-up. It was suggested to wait on appraisal.

Discussion on September Fly-in event was presented to the Board by EAA chapter 864 member Julie Kramer who asked how much is in airport budget for fly-in? Can the EAA direct any of the funds? She also stated that the Chamber of Commerce is doing the flyers and splitting the cost of advertising with the car show. The Chamber wants a private balloon glow on Saturday night with selling tickets for dinner. It was discussed that the airport will supply the porta-potties and \$400.00 for the band, as well as give a donation to Young Eagles for fuel.

Airport Manager's Report:

- Air Traffic control statistics for April is just slightly below the normal average for April but within 1.5% of the 12 month average.
- Disposal of Expedition SUV. Sold on municibid for \$3465.
- All tenants are up to date on rent.
- Driver's License Bureau scheduled to repair sidewalks on May 23rd and using Precision Concrete Cutting.

- Skid Steer bids – Received three competitive bids for a new skid steer and requested accessories. Initial estimate was \$180,000 and the winning bid was selected at \$149,000.
- Diamond Nails roof – scheduled for May completion. Pulling permits.
- T-Hangar apron project – pre-construction meeting completed. Expecting a start date of June 6th and having the project last until late July to replace pavement on the West T-hangar ramp. Stutz is the contractor.
- Air Traffic Control Tower – June meeting setup by the FAA to complete a “Virtual Immersive Siting Tower Assessment” for siting of a new ATCT.
- FAA Letter of Investigation – The Letter of Investigation dating back to October 2021 was closed out by the FAA this month. A Warning Letter will remain on file stating violations were previously found. No other enforcement action is being taken by the FAA after the Airport was successfully able to provide training records and other documentation to the FAA.
- Airport Director to-do list – Been able to meet or talk with key stakeholders to include: IDOT Division of Aeronautics, FAA Certification Inspector, Hanson, Air Traffic Control Tower, EAA, West Star, Lewis & Clark Community College, and the Union Representative. Began developing a master publications library. Submitted updated to the Airport Certification Manual to the FAA for approval.

Announcements:

- Airport Admin Office closed Monday, May 30th

Board member comments:

- Commissioner Futrell asked Director Adams if he has had a chance to review the audit. Adams said it is one of the things on his desk to review.
- Commissioner LaMarsh thanked Chairman Wendell Ross for his leadership and service.

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

Wendell Ross

Robert LaMarsh

Cody Hinkle

Christopher Herzog

Brian Keister

Steve Futrell

Matt Kelly