

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
ST. LOUIS REGIONAL AIRPORT  
November 16, 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 62024 on Thursday, November 16, 2022, at the hour of 4:30 P.M. On call of the roll, the following Commissioners answered present: Robert LaMarsh, Brian Keister, Christopher Herzog, Matt Kelly, David Wilson and Amber Baileygaines. Also present: Airport Director Danny Adams, Airport Attorney David Livingstone, Accounts Receivable Denine Anderson and Accounts Payable Crystal Geisen. Commissioner Steve Futrell was absent.

Chairman Kelly asked if there were any objections to moving up the workers compensation presentation on the agenda, seeing there were none the agenda was adjusted.

Brian Dolan with MGI Risk Advisors presented to the Board of Commissioners the statutory benefits for the state of Illinois along with the quotes from Starr Indemnity. \$46,148.00 was the quote presented for January 1, 2023 – January 1, 2024. Commissioner Herzog moved for the airport to move forward with Starr Indemnity Insurance. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Guests Present were Barry Stolz with Hanson Engineering, Tom Peters with Farmers National Company, Bridget Viehweg with Benefit Compliance Solutions, and Brian Dolan with MGI Risk Advisors.

Chairman Kelly presented the Regular board meeting minutes from October 20, 2022. Commissioner Keister moved to approve the meeting minutes. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Chairman Kelly presented the financial statements for the fifth month of fiscal year 2022-2023. Commissioner Herzog asked if the amount that HighFlyers Grille owe be removed from the financials. Director Adams stated, as soon as we get a complete audit, they will instruct on how to remove it. Commissioner Herzog moved to approve the statements as printed. Commissioner Wilson seconded the motion and in a roll call vote, the Commissioners voted:

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

Commissioner Wilson- aye

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

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

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

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

The following bills have been paid since the last meeting:

**THE FOLLOWING BILLS WERE PAID PRIOR TO THE MEETING:**

<b>ACE HARDWARE</b>				
	11/03/2022		6251 · 11	33.48
	11/03/2022		6235 · Shop, tools, sm equip	59.01
	11/03/2022		6660 · Cash Discounts	-9.25
<b>Total ACE HARDWARE</b>				<b>83.24</b>
<b>ALTON REFRIGERATION</b>				
	11/03/2022	Stove for lounge	8010 · Other Expenses	708.00
<b>Total ALTON REFRIGERATION</b>				<b>708.00</b>
<b>AT &amp; T</b>				
	11/03/2022		6712 · Cellular	58.41
<b>Total AT &amp; T</b>				<b>58.41</b>
<b>BETHALTO WATER DEPT</b>				
	11/03/2022		6732 · Water	151.39
	11/03/2022		6241 · 1	25.36
<b>Total BETHALTO WATER DEPT</b>				<b>176.75</b>
<b>Charter Business</b>				
	11/03/2022		6550 · Operational Expense	105.05
	11/03/2022		6711 · Office/Internet	252.19
<b>Total Charter Business</b>				<b>357.24</b>
<b>Delta Dental</b>				
	11/03/2022		6150 · Health Insurance	637.60
<b>Total Delta Dental</b>				<b>637.60</b>
<b>Envision</b>				
	10/27/2022		6150 · Health Insurance	107.80
	10/27/2022		6150 · Health Insurance	45.00
	10/27/2022		6150 · Health Insurance	37.59
	10/27/2022		6150 · Health Insurance	15.00
	10/27/2022		6150 · Health Insurance	126.33

	10/27/2022		6150 · Health Insurance	60.87
	10/27/2022		6150 · Health Insurance	46.57
	10/27/2022		6150 · Health Insurance	2,198.50
	10/27/2022		6150 · Health Insurance	139.13
	10/27/2022		6150 · Health Insurance	9.00
	10/27/2022		6150 · Health Insurance	1.50
	10/27/2022		6150 · Health Insurance	59.80
	10/27/2022		6150 · Health Insurance	93.09
	10/27/2022		6150 · Health Insurance	109.98
	11/03/2022		6150 · Health Insurance	100.00
<b>Total Envision</b>				<b>3,150.16</b>
<b>ILLINOIS MUNICIPAL RETIREMENT FUND</b>				
	10/27/2022		6581 · IMRF	7,620.48
<b>Total ILLINOIS MUNICIPAL RETIREMENT FUND</b>				<b>7,620.48</b>
<b>Illinois Public Risk Fund</b>				
	11/03/2022		6145 · Workers Comp Ins	4,653.00
<b>Total Illinois Public Risk Fund</b>				<b>4,653.00</b>
<b>JL NASH</b>				
	11/03/2022		6200 · Fly-in	1,600.00
<b>Total JL NASH</b>				<b>1,600.00</b>
<b>John Deere Financial</b>				
	11/03/2022		6406 · 5	9,153.24
<b>Total John Deere Financial</b>				<b>9,153.24</b>
<b>PRINCIPAL</b>				
	11/03/2022		6165 · Life Insurance	162.60
	11/03/2022		6160 · Disability Insurance	1,432.45
<b>Total PRINCIPAL</b>				<b>1,595.05</b>
<b>Republic Services</b>				
	11/03/2022		6550 · Operational Expense	205.35
<b>Total Republic Services</b>				<b>205.35</b>
<b>Secretary of State</b>				
	11/03/2022	malibu municipal plates	6552 · Licenses and Registration	8.00
<b>Total Secretary of State</b>				<b>8.00</b>
<b>SOUTHWESTERN ELECTRIC</b>				
	11/02/2022		6731 · Electric	9.44
<b>Total SOUTHWESTERN ELECTRIC</b>				<b>9.44</b>
<b>VSP</b>				
	11/03/2022		6150 · Health Insurance	194.81
<b>Total VSP</b>				<b>194.81</b>
<b>Total</b>				<b>30,210.77</b>

**THE FOLLOWING BILLS WERE APPROVED:**

<b>Airgas</b>				
	11/09/2022		6235 · Shop, tools, sm equip	144.15
<b>Total Airgas</b>				144.15
<b>Amateur Sports Promotion</b>				
	11/09/2022	s roxana	6180-2 · Community	100.00
<b>Total Amateur Sports Promotion</b>				100.00
<b>AMERENIP</b>				
	11/16/2022		6731 · Electric	3,608.29
	11/16/2022		6731 · Electric	60.68
<b>Total AMERENIP</b>				3,668.97
<b>AT &amp; T</b>				
	11/09/2022		6711 · Office/Internet	70.00
<b>Total AT &amp; T</b>				70.00
<b>Banner Fire Equipment</b>				
	11/10/2022		6404 · 3	97.50
	11/10/2022		6429 · 26- 2012 Fire Truck	819.69
<b>Total Banner Fire Equipment</b>				917.19
<b>BETHALTO WATER DEPT</b>				
	11/16/2022		6732 · Water	228.60
<b>Total BETHALTO WATER DEPT</b>				228.60
<b>BUDGET SIGNS</b>				
	11/16/2022		6550 · Operational Expense	28.50
<b>Total BUDGET SIGNS</b>				28.50
<b>CARD SERVICES</b>				
	11/10/2022		6241 · 1	184.00
	11/10/2022	telephone/wifi	6738 · Office Equipment/Furniture	1,023.02
	11/10/2022		6540 · Vending Expense	56.82
	11/10/2022		6502 · General	80.51
<b>Total CARD SERVICES</b>				1,344.35
<b>Culligan Water</b>				
	11/09/2022		6550 · Operational Expense	32.00
<b>Total Culligan Water</b>				32.00
<b>Datatronics</b>				
	11/09/2022		6450 · Fire-Radio Equip	134.00
	11/16/2022		6433 · 1 - 2022 Ford Explorer	4,564.79
<b>Total Datatronics</b>				4,698.79
<b>Dugan Tool and Die Inc</b>				
	11/16/2022		6429 · 26- 2012 Fire Truck	577.88
<b>Total Dugan Tool and Die Inc</b>				577.88
<b>F P Mailing Solutions</b>				
	11/04/2022		6554 · Postage	100.00
<b>Total F P Mailing Solutions</b>				100.00

<b>FIRE SAFETY</b>				
	11/09/2022		6450 · Fire-Radio Equip	150.00
<b>Total FIRE SAFETY</b>				150.00
<b>GRP WEGMAN</b>				
	11/09/2022		6501 · Aeronautical	2,029.50
<b>Total GRP WEGMAN</b>				2,029.50
<b>J.F. Electric</b>				
	11/09/2022	telephone wifi system	6738 · Office Equipment/Furniture	1,398.00
<b>Total J.F. Electric</b>				1,398.00
<b>JL NASH</b>				
	11/09/2022		6550 · Operational Expense	400.00
<b>Total JL NASH</b>				400.00
<b>Kane Fire Protection</b>				
	11/16/2022		6242 · 2	232.00
	11/16/2022		6250 · 10	232.00
	11/16/2022		6249 · 9	232.00
	11/16/2022		6256 · 16	464.00
<b>Total Kane Fire Protection</b>				1,160.00
<b>Kane Mechanical</b>				
	11/09/2022		6241 · 1	1,960.17
<b>Total Kane Mechanical</b>				1,960.17
<b>Kolbeco Marketing Resources, LLC.</b>				
	11/09/2022		6180-3 Internet/Website	500.00
<b>Total Kolbeco Marketing Resources, LLC.</b>				500.00
<b>LOGO IT-LANGA RESOURCE GROUP</b>				
	11/09/2022		6230 · Uniform	271.25
<b>Total LOGO IT-LANGA RESOURCE GROUP</b>				271.25
<b>LOWES</b>				
	11/09/2022		6251 · 11	-60.31
<b>Total LOWES</b>				-60.31
<b>Marxam</b>				
	11/09/2022		6510 · Maintenance of Office Equipment	30.00
<b>Total Marxam</b>				30.00
<b>MCKAY</b>				
	11/09/2022		6400 · Maintenance of Equipment	89.90
	11/09/2022		6428 · M-2 Malibu	224.99
	11/09/2022		6265 · T-hangar	15.49
<b>Total MCKAY</b>				330.38
<b>PART STOP</b>				
	11/09/2022		6265 · T-hangar	13.47
	11/09/2022		6428 · M-2 Malibu	51.99
<b>Total PART STOP</b>				65.46
<b>QUILL</b>				
	11/09/2022		6530 · Office Supplies/Furn/Equip	203.10
<b>Total QUILL</b>				203.10
<b>Republic Services</b>				
	11/09/2022		6267 · 25-Allstate 12/21/2017	30.09

	11/09/2022		6268 · 25-Diamond Nails	30.09
	11/09/2022		6269 · 25-Edwards Jones	30.09
	11/09/2022		6270 · 25-T & E Coins	30.10
<b>Total Republic Services SAFETY KLEEN</b>				120.37
	11/09/2022		6235 · Shop, tools, sm equip	0.00
	11/09/2022		6235 · Shop, tools, sm equip	900.12
<b>Total SAFETY KLEEN</b>				900.12
<b>Sherwin-Williams</b>				
	11/09/2022		6501 · Aeronautical	573.31
<b>Total Sherwin-Williams</b>				573.31
<b>SOUTHWESTERN ELECTRIC</b>				
	11/09/2022		6731 · Electric	47.48
<b>Total SOUTHWESTERN ELECTRIC</b>				47.48
<b>Total ST LOUIS REGIONAL AIRPORT</b>				#REF!
<b>Stobbs, Sinclair, &amp; Livingston, LTD</b>				
	11/09/2022		6705 · Legal Fees	3,075.85
<b>Total Stobbs, Sinclair, &amp; Livingston, LTD</b>				3,075.85
<b>The Atlanta National Bank</b>				
	11/16/2022		6175 · Premier Air Series 2000	126,000.00
	11/16/2022		7226 · Bond Interest Expense	8,428.50
	11/16/2022		7227 · Paying Agent Bond Fees	500.00
<b>Total The Atlanta National Bank</b>				134,928.50
<b>Thompson &amp; Lengacher Co, P.C.</b>				
	11/09/2022		6702 · Audit and other accounting	600.00
<b>Total Thompson &amp; Lengacher Co, P.C.</b>				600.00
<b>United Health Care</b>				
	11/04/2022		6150 · Health Insurance	8,750.28
<b>Total United Health Care</b>				8,750.28
<b>Waltco</b>				
	11/09/2022	compressor	6745 · Shop Tools	2,216.98
<b>Total Waltco</b>				2,216.98
<b>Wood River Printing</b>				
	11/09/2022	envelopes	6530 · Office Supplies/Furn/Equip	295.00
<b>Total Wood River Printing</b>				295.00

Discussion on F3 Airport Consultant Services per Commissioner Bailey gains no more discussion is needed.

Discussion on Restaurant items per Director Adams there are no interested parties at this time.

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

- Cedar Street house (appraisal for sale); still waiting for FAA release letter to move forward.
- Audubon Acres “pool encroachment” piece (appraisal for sale); per Director Adams we will be moving forward with sale and have completed by next meeting.
- Audubon Acres other parcel to be surveyed (appraisal for sale); per Director Adams it came bat at \$16,000. We are going out for bids.
- Chiropractor Building (appraisal for sale); per Director Adams it came back at \$710,000 for the land only. Building is beyond repair. There was a lengthy discussion among Board members. Director Adams will pursue competitive quotes from Stutz Construction and other contractors for possible demolition of structure, which may also include removal of the concrete basement.

Discussion by legal counsel regarding review of airport leases was reported as ongoing.

Discussion regarding Tax Levy Ordinance was lengthy and presented two options: 5% increase -general levy fund or no increase from last year. Deadline to file with the county is December 27, 2022. Director Adams stated taxes have not been increased since 2013. Commissioner LaMarsh asked are we being considered about the cost of living and materials going up? Commissioner Herzog stated he wish we could have something to invest in as opposed to just going up because... Chairman Kelly stated he is okay with the 5% and understands the concerns but the airport does have capital improvement needs. Commissioner LaMarsh moved to not increase the levy for 2022-2023. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Discussion on Wayside Estates Development was presented by Director Adams as there may be one person is still interested. Topic is on hold.

FY 2022 Audit not ready this month.

Discussion/Action regarding Farmers National Farm Management Contract Addendum was presented by Attorney Livingstone to add 70 acres of land which was formally managed by Dave Highlander to the new contract. Commissioner Herzog moved to approve the addendum as presented. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Discussion/Action regarding Woodlane Group Lease Agreement was presented by Attorney Livingstone. A one-year lease with three one-year agreement options. Attorney gave a brief overall of provisions to the Board. Commissioner Wilson moved to approve the

lease agreement. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Baileygaines-	aye
Commissioner Futrell-	absent
Commissioner Keister-	no
Commissioner Herzog-	aye
Commissioner Kelly-	aye
Commissioner Wilson-	aye

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

Discussion/Action on Appraisal contract for restaurant space was presented by Director Adams. He stated several IDOT approved appraisers were contacted and his recommendation was DJ Howard out of Highland, Illinois. Commissioner Keister moved to approve the recommendation of DJ Howard. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Discussion on Winter Season/Event Preparation was presented by Director Adams. He stated there has not been any snow removal yet. He gave an update on snow equipment to the Board. All equipment is aged. The airport purchased a sprayer for \$5,000.00 to help spread chemicals.

Action on Purchase of Airside Winter Chemical was presented to the Board by Director Adams to purchase an FAA approved liquid chemical from NASi for \$10,000 for 1500 gallons. Commissioner Keister moved to make the chemical purchase. Commissioner Wilson seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Discussion/Action on Fuel Farm Pump was presented with an update on pump and a quote from BRI to replace pump with comparable model for \$7,782.00 after extensive search with other companies. Commissioner Herzog moved to move forward with BRI to replace fuel farm pump. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Discussion/Action on lease with Clearwave Fiber who wants to come in a run a fiber optic WIFI. Lease has been drafted to construct a one-story building 12x20 in size located on our property near Chick Fritz. Ten-year lease with two ten-year options. \$1,000 per month with 5% increases annually. Commissioner Baileygaines moved to approve the lease of Clearwave Fiber. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Discussion on ARFF Truck and update of crew repairing it was presented to the Board.

Review of ARPA grant (American Rescue Plan Act) and CRRSA grant (Coronavirus Response and Relief Supplemental Appropriations Act), Board of Commissioners were informed that the needed paperwork and invoices have been turned in to IDOT Division of Aeronautics for operational expenses from 2020-2022 through the ARPA grant and CRRS grant. The airport is expecting to receive \$82,000 from these two programs combined.

Airport Director's Report:

- Air Traffic control statistics is 2,500 operations for October which is down from September, but an increase from October 2021.
- Working on revisions and update to Employee Handbook and Policy Manual.
- West Star Aviation is in design phase for new hangar construction.
- Rocky Lawson expected to start Monday, December 12, 2022, as Assistant Airport Director.

Announcements:

- Airport Administration Office will be closed in observance of Thanksgiving, Thursday, November 24th and Friday, November 25th.

Board member comments: None

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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**David Wilson**