

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
ST. LOUIS REGIONAL AIRPORT
September 15, 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, September 15, 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, Steve Futrell, Matt Kelly, and Amber Baileygaines. Also present: Airport Director Danny Adams, Airport Attorney David Livingstone, Accounts Receivable Denine Anderson and Accounts Payable Crystal Geisen.

There was a zoom presentation and discussion by F3 Airport to the Board of Commissioners, staff and public.

Guests Present were Julie Kramer with EAA Chapter 864 who gave an update on the Fly-In and stated the budget came up at the last EAA meeting. She asked is there any money left in the fly-in budget? There is not. She would like a copy of the airport budget and a copy of the F3 PowerPoint. Commissioner Herzog will check on the PowerPoint. Airport Director Adams acknowledged he appreciated the EAA patients during the t-hangar construction project. Tim Kruckeberg with Kruckeberg Farms introduced himself to the Board again. Also present were Tom Peters with Famers National Company and the general public consist of: Ken Balsters, Larry Schmitt, Dave Highlander, Tyler Schmitt, and Alan Helmkamp.

Chairman Kelly presented the Executive Session board meeting minutes from July 21, 2022. Commissioner Keister moved to approve the Executive Session meeting minutes. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Chairman Kelly presented the Regular board meeting minutes from August 18, 2022. Commissioner Keister moved to approve the meeting minutes. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Chairman Kelly presented the financial statements for the third month of fiscal year 2022-2023. Commissioner Herzog moved to approve the statements as printed. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

Commissioner LaMarsh-	aye
Commissioner Baileygaines-	aye
Commissioner Futrell-	aye
Commissioner Keister-	aye
Commissioner Herzog-	aye
Commissioner Kelly-	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 Keister seconded the motion and in a roll call vote, the Commissioners voted:

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

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

The following bills have been paid since the last meeting:

AT & T			
	09/01/2022	6712 · Cellular	57.68
Total AT & T			57.68
BETHALTO WATER DEPT			
	09/01/2022	6732 · Water	194.42
	09/01/2022	6241 · 1	25.36
Total BETHALTO WATER DEPT			219.78
Charter Business			
	09/01/2022	6550 · Operational Expense	104.96
	09/01/2022	6711 · Office/Internet	252.98
Total Charter Business			357.94
Delta Dental			
	09/01/2022	6150 · Health Insurance	637.60
Total Delta Dental			637.60
Envision			
	08/31/2022	6150 · Health Insurance	64.96
	08/31/2022	6150 · Health Insurance	89.51
	08/31/2022	6150 · Health Insurance	15.30
	08/31/2022	6150 · Health Insurance	555.98
	08/31/2022	6150 · Health Insurance	13.04
	08/31/2022	6150 · Health Insurance	40.00
	08/31/2022	6150 · Health Insurance	15.59
	08/31/2022	6150 · Health Insurance	884.77
	08/31/2022	6150 · Health Insurance	800.00
	08/31/2022	6150 · Health Insurance	82.49
	08/31/2022	6150 · Health Insurance	5.00
	08/31/2022	6150 · Health Insurance	10.00
	08/31/2022	6150 · Health Insurance	54.00
	08/31/2022	6150 · Health Insurance	45.00
	08/31/2022	6150 · Health Insurance	25.53
	08/31/2022	6150 · Health Insurance	1.03
	09/01/2022	6150 · Health Insurance	125.00
	09/08/2022	6150 · Health Insurance	110.00
Total Envision			2,937.20
F P Mailing Solutions			
	09/06/2022	6554 · Postage	100.00
	09/08/2022	6554 · Postage	200.00
Total F P Mailing Solutions			300.00
ILLINOIS MUNICIPAL RETIREMENT FUND			
	08/30/2022	6581 · IMRF	7,031.30

Total ILLINOIS MUNICIPAL RETIREMENT FUND				7,031.30
Illinois Public Risk Fund				
	09/01/2022		6145 · Workers Comp Ins	4,653.00
Total Illinois Public Risk Fund				4,653.00
Jewett Roofing Co.				
	09/08/2022		6737 · Buildings	15,763.48
Total Jewett Roofing Co.				15,763.48
John Deere Financial				
	09/08/2022		6411 · 10	193.21
	09/08/2022		6410 · 9	130.16
	09/08/2022		6400 · Maintenance of Equipment	
Total John Deere Financial				323.37
MCKAY				
	09/08/2022		6400 · Maintenance of Equipment	22.47
	09/08/2022		6265 · T-hangar	28.98
	09/08/2022		6423 · 21	72.49
	09/08/2022		6410 · 9	66.66
	09/08/2022		6660 · Cash Discounts	-1.90
Total MCKAY				188.70
PETTY CASH-SLRA				
	09/08/2022		6530·Office Supplies/Furn/Equip	51.94
	09/08/2022		6722 · Meals	70.00
	09/08/2022		6540 · Vending Expense	47.11
	09/08/2022		6550· Operational Expense	57.66
	09/08/2022		6220 · Janitorial Supplies	8.00
	09/08/2022		6502 · General	8.68
	09/08/2022		6150 · Health Insurance	51.00
Total PETTY CASH-SLRA				294.39
PRINCIPAL				
	09/01/2022		6165 · Life Insurance	162.60
	09/01/2022		6160·Disability Insurance	1,523.04
Total PRINCIPAL				1,685.64
Republic Services				
	09/08/2022		6550·Operational Expense	205.35
Total Republic Services				205.35
SOUTHWESTERN ELECTRIC				
	09/08/2022		6731 · Electric	9.44
Total SOUTHWESTERN ELECTRIC				9.44
ST LOUIS REGIONAL AIRPORT				
	08/30/2022		5500 · Transfer of Funds-Revenue	-101,500.83
	09/09/2022		5040 · Vending Machine	-390.00
Total ST LOUIS REGIONAL AIRPORT				-101,890.83
United Health Care				
	09/08/2022		6150 · Health Insurance	8,750.28
Total United Health Care				8,750.28
VSP				

	09/01/2022		6150 · Health Insurance	194.81
Total VSP				194.81
				-58,280.87

THE FOLLOWING BILLS WERE APPROVED:

ACE HARDWARE				
	09/12/2022		6251 · 11	33.99
	09/12/2022		6501 · Aeronautical	79.66
	09/12/2022		6660 · Cash Discounts	-11.38
Total ACE HARDWARE				102.27
AMERENIP				
	09/12/2022		6731 · Electric	5,050.93
	09/12/2022		6267 · 25-Allstate 12/21/2017	10.78
Total AMERENIP				5,061.71
Arrow Signs & Outdoor Advertising, Inc.				
	09/12/2022		6182 · Sign - Marquee	450.00
Total Arrow Signs & Outdoor Advertising, Inc.				450.00
AT & T				
	09/12/2022		6711 · Office/Internet	70.81
Total AT & T				70.81
BETHALTO WATER DEPT				
	09/15/2022		6732 · Water	165.06
Total BETHALTO WATER DEPT				165.06
BUDGET SIGNS				
	09/12/2022		6200 · Fly-in	143.50
	09/12/2022		6502 · General	1,225.00
Total BUDGET SIGNS				1,368.50
CARD SERVICES				
	09/12/2022		6722 · Meals	60.72
	09/12/2022	sweeper	6746 · Equipment	6,326.00
	09/12/2022	danny's computer	6738 · Office Equipment/Furniture	1,739.95
	09/12/2022		6680 · Dues/Fees	60.00
	09/12/2022	position	6180-3 · Internet/Website	357.38
	09/12/2022		6530 · Office Supplies/Furn/Equip	100.00
	09/12/2022		6180-5 · Radio	51.75
	09/12/2022		6423 · 21	72.03
	09/12/2022		6414 · 13	247.99
Total CARD SERVICES				9,015.82
CLEARY'S SHOES AND BOOTS				
	09/12/2022		6230 · Uniform	264.75
Total CLEARY'S SHOES AND BOOTS				264.75
Culligan Water				
	09/13/2022		6550 · Operational Expense	45.60
Total Culligan Water				45.60
Dealers Electrical Supply				
	09/15/2022		6501 · Aeronautical	51.97
Total Dealers Electrical Supply				51.97
F P Mailing Solutions				
	09/12/2022		6680 · Dues/Fees	102.00

Total F P Mailing Solutions				102.00
HANSON ENGINEERS				
	09/12/2022		6701 · Appraisals	5,100.00
	09/15/2022	Aln 4840	6177 · 2018 Bond Expense	13,346.60
Total HANSON ENGINEERS				18,446.60
Hearst Media				
	09/12/2022	Sale of land	6180-1 · Paper/Magazine	161.01
Total Hearst Media				161.01
Heartland Bank				
	09/12/2022	West Star 5.5	7226 · Bond Interest Expense	118,282.50
Total Heartland Bank				118,282.50
Heritage Petroleum LLC				
	09/12/2022		6210 · Fuel	8,488.57
Total Heritage Petroleum LLC				8,488.57
JL NASH				
	09/12/2022		6550 · Operational Expense	200.00
Total JL NASH				200.00
LOGO IT-LANGA RESOURCE GROUP				
	09/12/2022		6230 · Uniform	32.50
	09/12/2022		6200 · Fly-in	420.13
Total LOGO IT-LANGA RESOURCE GROUP				452.63
Midwest Occupational Medicine				
	09/13/2022		6551 · Employee Assistance Program	48.00
Total Midwest Occupational Medicine				48.00
Neumayer Equipment				
	09/12/2022		6300 · Fuel Farm Maintenance	626.11
Total Neumayer Equipment				626.11
PART STOP				
	09/12/2022		6412 · 11	47.96
Total PART STOP				47.96
PETTY CASH-SLRA				
	09/13/2022		6230 · Uniform	274.92
	09/13/2022	fuel farm meeting	6520 · Meetings/Seminars	25.00
Total PETTY CASH-SLRA				299.92
SAMS CLUB				
	09/12/2022		6220 · Janitorial Supplies	64.08
	09/12/2022		6550 · Operational Expense	33.95
	09/12/2022		6540 · Vending Expense	60.46
Total SAMS CLUB				158.49
Sherwin-Williams				
	09/12/2022		6501 · Aeronautical	34.43
Total Sherwin-Williams				34.43
SOUTHWESTERN ELECTRIC				
	09/12/2022		6731 · Electric	46.32
Total SOUTHWESTERN ELECTRIC				46.32

ST LOUIS REGIONAL AIRPORT				
	09/15/2022	west star payment	5500 · Transfer of Funds-Revenue	-118,282.50
Total ST LOUIS REGIONAL AIRPORT				-118,282.50
Stobbs, Sinclair, & Livingston, LTD				
	09/12/2022		6705 · Legal Fees	2,600.43
Total Stobbs, Sinclair, & Livingston, LTD				2,600.43
Thompson Gas				
	09/12/2022		6630 · Training	310.00
Total Thompson Gas				310.00
Waltco				
	09/12/2022		6235 · Shop, tools, sm equip	73.44
Total Waltco				73.44
WILLIE'S TIRE SHOP				
	09/15/2022		6413 · 12	816.00
Total WILLIE'S TIRE SHOP				816.00
				49,508.40

Discussion/Action on Farmland bids was presented by Director Adams: There were nine bids total received. Tom Peters with Farmers National answered several questions and concerns for the Board of Commissioners. Commissioner Keister would like more in detailed information concerning the farmland and maybe a special board meeting or a special committee formed. He would also like more time past October. Tom stated that is when harvest starts. Chairman Kelly would like the opportunity/time to digest it more in order to make a more thorough decision. Tom Peters stated the October board meeting will be an okay time frame to make a decision. Commissioner Keister moved to have a special board meeting to address the farming. Commissioner Futrell seconded the motion and in a roll call vote, the Commissioners voted:

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

The motion passed by a unanimous vote of the Board in favor. Director Adams will organize putting the meeting together and notifying the public of the date.

Discussion on Business Development Manager position was presented by Director Adams who stated he has met with an employment agency out of Edwardsville who offered to assist with the search of an employee. Director would like a true Assistant Director that can assist with anything on the airport. Commissioner Keister stated we will give F3 a copy of the airport budget as requested and let them tell us what they can do until we can get someone. The outcome was to continue with search and hear what F3 has to offer after given information.

Discussion on September Fly-in Event update: Event is scheduled for September 23rd-25th. Airport staff will be on-site during times of the event to oversee general safety.

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

- Cedar Street house (appraisal for sale); Waiting for FAA determination letter to move forward.

- Audubon Acres “pool encroachment” piece (appraisal for sale); Appraisal for FMV at \$8,000. Notice of intent to sell advertisement requirement completed September 14th. Did not receive any bids prior to the deadline, however current homeowner expressed interest September 15th.
- Audubon Acres other parcel to be surveyed (appraisal for sale); Include the parcel off the end of the road? About 0.03 acres.
- Chiropractor Building (appraisal for sale); In the works.
- Outer Marker Sale; ordinance approved last meeting. Closing soon.

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

Discussion/Action on Electrical Vault Generator Fuel Tank was presented to the Board of Commissioners as an emergency. The underground fuel tank has a leak. Neumayer quoted \$58,510 to remove current underground take, complete soil samples, install new 300 gallon above ground tank. Commissioner Futrell moved to approve the declared fuel tank emergency quote by Neumayer for estimated cost of \$58,510 plus any incidental charges to remove existing tank and replace with a new tank. Commissioner Keister seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Commissioner Keister moved for the adoption of Ordinance to Approve the disposal of Audubon Acres encroachment parcel. Commissioner Herzog seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Discussion/Action on Lease with UPS for overflow parking was presented by Director Adams. UPS is looking for leasing 50 vehicle parking spots for overflow seasonal parking similar to previous years. They are willing to pay \$2,000 per month for use of parking lot near F4 aircraft and restaurant knowing that we can move them to the administration parking lot with a 30-day notice. Lease/license is from November 2022 until January 2023. Commissioner Keister moved to approve the lease/license for UPS. Commissioner Baileygaines seconded the motion and in a roll call vote, the Commissioners voted:

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

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

Discussion regarding Tax Levy Ordinance was presented by Attorney Livingstone for information purposes. He mentioned the county is considering a tax extension law on the ballot which could freeze taxes. We are at 6.64% now. No action is needed until December or before.

Airport Director's Report:

- Air Traffic control statistics is 2,700 operations for August. 2,200 operations for August which is down about 500 total from the previous month but in line with August of 2021 totals.
- Discussion on private hangar development continues. Example ground lease provided. Requesting building plans prior to moving forward.
- Restaurant – After agenda was distributed, received a proposal packet from an interested operator who has an already established restaurant. Their estimates include about a \$150,000 investment to get the site operational which includes furniture, equipment, inventory, paint, bathroom remodel and renovations. They are asking for the airport to invest in the walk-in cooler, walk-in freezer, as well as ensure electrical outlets and lights are working and up to code.
- The decommissioned fire truck is listed on govdeals.com until September 30th and is currently at \$2,400.
- Soliciting bids for access control system with a deadline of October 7th.

Announcements:

- Airport Administration Office will be closed Monday, October 10th in observance of Columbus Day.

Board member comments: None

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

Matt Kelly

Robert LaMarsh

Amber Baileygaines

Christopher Herzog

Brian Keister

Steve Futrell