

SPRINGFIELD AIRPORT AUTHORITY

Tuesday April 26, 2016

REGULAR MEETING MINUTES

The regular meeting of the Board of Commissioners of the Springfield Airport Authority was called to order by Chair Vala at 5:00 p.m. on Tuesday, April 26, 2016, in the Conference Room at the Authority's offices at Abraham Lincoln Capital Airport.

PRESENT: Frank Vala, Chair
Herman Bodewes, Vice Chair
Eric Hansen, Commissioner
Dianne Hardwick, Commissioner
Mike Houston, Commissioner
Mike Meyer, Commissioner
Mark Kinnaman, Treasurer
R. Beverly Peters, Secretary
Barbara Myers for Jim Lestikow, Attorney
Mark Hanna, Executive Director
Mike Olinger, Director of Admin & Finance & Assistant Secretary
Roger Blickensderfer, Director of Facilities & Maintenance
Tim Franke, Director of Operations & Public Safety

ABSENT: Rod Egizii, Commissioner

VISITORS: Gene Beenenga, AHEC
Joe Petty, JH Petty and Associates

Chair Vala asked for a motion regarding the minutes of last month's meeting. Commissioner Houston made a motion to approve the minutes of the Regular Meeting of March 15, 2016, seconded by Commissioner Hansen and carried with a roll call vote of 4 ayes/0 nays/1 present (Bodewes).

Treasurer Kinnaman gave the Treasurer's Report and Director of Admin & Finance Mike Olinger gave the Comptroller's Report. Commissioner Houston presented the Finance Chair Report. Commissioner Hardwick arrived during the Finance report.

Commissioner Houston updated the Board on the Authority's insurance coverage proposals for the year beginning this May 1. Commissioner Houston made a motion to direct and authorize the Executive Director to execute the necessary documents to renew the Authority's Property coverage with Cincinnati, Auto coverage with Cincinnati, Officers & Directors Liability coverage with Old Republic, Liquor Liability coverage with USICOA, and Liability coverage with Berkley, all for a one year period, seconded by Commissioner Hansen and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Meyer indicated the future of the 183rd's engine repair facility for the next five to six year is very favorable. He also updated the Board on other missions that might be possible for the 183rd on the airport.

Chair Vala stated that construction projects currently in progress are on schedule. He discussed the construction project for the Levi, Ray & Shoup, Inc. Aviation Center at Lincoln Land Community College. Commissioner Houston made a motion to approve the low base bid in the amount of \$696,640, Alternate 1 in the amount \$6,564, Alternate 2 in the amount \$13,433 and Alternate 3 in the amount \$1,684 totaling \$718,321 submitted by Cloyd Builders Inc. and approve Change Order No. 1 in the amount \$8,200 and authorize the Executive Director to sign any project agreements and other related documents, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Hardwick reported an increase of 1.0% in year-to-date passenger activity for the first three months of this calendar year compared to last year.

Commissioner Hardwick reported that fuel sales for the month of March were 175,768 gallons with revenue of \$18,299. Gallons sold for the fiscal year to date are up over last year and revenues are down for the same time period.

In the absence of Commissioner Egizii, Executive Director Hanna discussed the project of renovating the FBO facility and removing the two story brick hotel. Mr. Hanna informed that Board that staff will be working on a finance package for these projects. Mr. Hanna also informed the Board that the B-29, FiFi, will be here in August and he will follow-up with more information later.

Attorney Lestikow discussed policies that have been recently updated. The first policy is deleting the Meeting Minutes Policy due to everything in the policy being covered in the Authority's Open Meetings Act Policy. Commissioner Houston made a motion to delete the Meeting Minutes Policy, seconded by Commissioner Meyer and carried with a roll call vote of 6 ayes/0 nays.

Attorney Lestikow discussed the revision of the Leasing Policy. Commissioner Hardwick made a motion to approve the revised Leasing Policy and authorize the Board Chair to approve, seconded by Commissioner Houston and carried with a roll call vote of 6 ayes/0 nays.

Attorney Lestikow discussed the Sexual Harassment Policy. After discussion and questions it was decided to make further revisions and bring it back to the Board for consideration next month.

Attorney Lestikow discussed revisions to the Whistleblower Policy. Commissioner Houston made a motion to approve the revised Whistleblower Policy and authorize the Board Chair to approve, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays.

Attorney Lestikow discussed revisions to the Hiring Policy. Commissioner Houston made a motion to approve the revised Hiring Policy and authorize the Board Chair to approve, seconded by Commissioner Meyer and carried with a roll call vote of 6 ayes/0 nays.

Attorney Lestikow discussed revisions to the Ethics Ordinance. Commissioner Houston made a motion to adopt Ordinance 16-2, titled “An Ordinance Implementing The Provisions of The State Officials and Employees Ethics Act For The Springfield Airport Authority,” authorize the Board Chair to approve, and cancel the currently-in-effect Ordinance 04-2 with the same title as the aforementioned, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays.

Topics discussed by Executive Director Hanna included a summary of a meeting with Allegiant to discuss possible destinations, overpayment of replacement taxes by the State that will need to be repaid, additional policies that require updating will be presented next month, review of a Small Community Air Service Development Grant application regarding possible scheduled charter service between Carbondale/SIU, Midway and Springfield, and a SCVB Tourism awards program on May 5th that the Board is invited to.

The meeting was adjourned at 5:50 p.m.

Frank J. Vala, Chair

R. Beverly Peters, Secretary