

SPRINGFIELD AIRPORT AUTHORITY

Tuesday, September 19, 2017

REGULAR MEETING MINUTES

The regular meeting of the Board of Commissioners of the Springfield Airport Authority was called to order by Vice Chair Bodewes at 5:03 p.m. on Tuesday, September 19, 2017, in the Conference Room at the Authority's offices at Abraham Lincoln Capital Airport.

PRESENT: Herman Bodewes, Vice Chair
Eric Hansen, Commissioner
Mike Houston, Commissioner
Mike Meyer, Commissioner
R. Beverly Peters, Secretary
Raylene DeWitte Grischow, Attorney (for Jim Lestikow)
Mark Hanna, Executive Director
Ken Boyle, Director of Admin & Finance
Roger Blickensderfer, Director of Facilities & Maintenance
Tim Franke, Director of Operations & Public Safety

ABSENT: Frank J. Vala, Chair
Rod Egizii, Commissioner
Dianne Hardwick, Commissioner
Mark Kinnaman, Treasurer

VISITORS: Ray Vollintine, RLVollintine Construction, Inc.
Joe Petty, JH Petty & Associates Architects

Vice Chair Bodewes asked for a motion regarding the minutes of the Regular Meeting of August 15, 2017. Commissioner Houston made a motion to approve the minutes of the Regular Meeting of August 15, 2017, seconded by Commissioner Meyer and carried with a roll call vote of 3 ayes/0 nays/1 present (Hansen).

In the absence of Treasurer Kinnaman, Commissioner Houston gave the Treasurer's Report, Director of Admin & Finance Ken Boyle gave the Comptroller's Report and Commissioner Houston presented the Finance Chair Report.

Vice Chair Bodewes asked for a motion to approve the Finance Chair's reports. Commissioner Houston made a motion to approve to Finance Chair's reports, seconded by Commissioner Hansen and carried with a roll call vote of 4 ayes/0 nays.

Commissioner Meyer informed the Board that the 183rd Fighter Wing will be expanding its engine repair mission and will soon be working on another engine type.

In the absence of Chair Vala, Executive Director Hanna gave an update on the construction projects. Mr. Hanna discussed the Professional Services for the FBO Facility Improvements Construction Document and Construction Administration. Commissioner Houston made a motion to approve the proposal from Knight Engineers and Architects, Inc. for the preparation of the Construction Document Phase in the amount of \$275,000, Hangar 4, 5 and 6 Exterior Improvements in the amount of \$55,000 and to authorize the Chair to execute the proposed agreement and any other associated documents, seconded by Commissioner Hansen and carried with a roll call vote of 4 ayes/0 nays.

Executive Director Hanna informed the Board that the current field maintenance foreman is retiring and that one Laborer has expressed an interest in the position. Commissioner Houston made a motion to approve the Executive Director's selection of Jason Ritter to be the successor to the retiring Ken Klatt in the position of Field Maintenance Foreman, seconded by Commissioner Hansen and carried with a roll call vote of 4 ayes/0 nays.

Executive Director Hanna discussed the next phase of the terminal modernization program which includes removal of the old Air Traffic Control Tower cab base, replacing the windows on the north and west side of the terminal building, and a new roofing structure. Commissioner Houston made a motion to approve the low base bid in the amount of \$1,165,000 and Alternate #1 in the amount of \$16,000 totaling \$1,181,000 submitted by RL Vollintine Construction, Inc.; approve the use of 2017 G.O. Bond proceeds to pay for the project, which will be reimbursed by an FAA Airport Improvement Grant; and authorize the Board Chair and the Executive Director to sign any necessary project agreements and other related documents to

initiate the project, seconded by Commissioner Meyer, and carried with a roll call vote of 4 ayes/0 nays.

In the absence of Commissioner Hardwick, Executive Director Hanna reported a slight decrease in year-to-date passenger activity for the first nine months of this calendar year compared to last year. Mr. Hanna informed the Board that Allegiant has notified the Authority that the Orlando flights are not in the schedule after January.

In the absence of Commissioner Hardwick, Executive Director Hanna reported that fuel sales for the month of August were 165,912 gallons with revenue of \$20,045. Airline and military jet fuel sales were up compared with the previous month which offset a slight decline in retail and Avgas sales.

In the absence of Attorney Jim Lestikow, Attorney Raylene DeWitte Grischow gave the Board a report on 2106 Wilbur Road's indoor air quality tests. Attorney Grischow informed the Board that PSI performed the testing and the report indicated that there was no asbestos present in the air sampling of the premises, there was elevated moisture concentration in the lower level. The Authority will follow their recommendation for deep cleaning in the basement plus cleaning of the air ducts. There were four residential properties where the radon levels were tested and the Authority is in the process of having radon mitigation systems installed in three of these properties.

Topics discussed by Executive Director Hanna were the Q5 meeting regarding the Chamber Q5 pledge, Stellar Aviation customer appreciation cookout, completion of the field work for the annual audit, and the FAA certification inspection is underway.

Vice Chair Bodewes made a motion to adjourn the Regular Meeting, seconded by Commissioner Meyer and carried with a roll call vote of 4/ayes and 0/nays.

The meeting adjourned at 5:36 p.m.

Frank J. Vala, Chair

R. Beverly Peters, Secretary