

Mt. Vernon Airport Authority
Regular Meeting of the Board of Commissioners
Held January 12, 2014 at 6:00 PM

Present: Michael Ancona	Chairman
Greg Martin	Vice Chairman
Eddie Lee	Secretary
Gary Chesney	Treasurer
Joe Bob Pierce	Commissioner

Staff: Chris Collins
Sheila Jolly-Scrivner

Guests: Greg Peterson, Rick Hayes, & Don Lewis

PUBLIC COMMENTS

There being none, Chairman Ancona moved forward with the meeting.

REPORTS

Minutes

Minutes were presented for the December 10th, Meeting for approval. There being no changes to the minutes, motion was made and seconded to approve the minutes as presented. Upon roll call vote, all were in favor.

Treasurers' Reports

There being no concerns with the Treasurer's Reports, motion was made and seconded to approve the Treasurer's Reports as presented. Upon roll call vote, all were in favor of the motion.

Bills for Approval

There being no questions or concerns with the Bills for Approval, motion was made and seconded to approve the bills as presented. Upon roll call vote, all were in favor.

CORRESPONDENCE

Mr. Collins informed the Commissioners that the Jefferson County Hall of Honor is hosting a presentation on the Tuskegee Airmen on Sunday, January 19, at 2:30 p.m. in the Koziara Terminal Lobby. Dr. David Styles, author of 21 aviation and automotive books, will present a program on his latest book - *The Tuskegee Airmen & Beyond, The Road to Equality*.

Natural Gas Proposal

For consideration of guests, this New Business Line Item was moved forward on the Agenda. Chairman Ancona asked Commissioner Chesney and Mr. Collins about the status of the upcoming natural gas contract. Commissioner Chesney noted that he and Mr. Collins met early last week to review all data. The two met with Affordable Gas &

Electric's Rob Wielt on Friday. After both meetings, both felt that a contact with locally based Affordable Gas & Electric was the better option. Commissioner Chesney stated both contracts (the other from Indiana based Proliance Energy) made assumptions, but he and Mr. Collins just felt more comfortable using a local company staffed by known people that should offer better availability. Mr. Rob Wielt of Affordable Gas & Electric was in attendance and recommended a course of action for the upcoming contract. If approved, the contract must be submitted by March 12th. The airport would be switched from Ameren to Affordable Gas & Electric in May. Mr. Wielt recommended a program based on a variable rate which can be 10 to 15 cents per therm cheaper than Ameren's fixed rate. He recommended a purchase of 70% – 80% of the historical usage in the August or September when the prices are at their lowest. The key would be to not buy too much gas that would have to be sold at a loss if unused. If more gas is needed than purchased, the airport would purchase the needed quantity on the open market at that time. Chairman Ancona asked for a motion to approve a contract with Affordable Gas & Electric. Motion was made by Commissioner Martin and seconded by Commissioner Pierce to approve the contract with Affordable Gas & Electric. Upon roll call vote, all were in favor.

OLD BUSINESS

Innovation Park

Mr. Collins noted that progress was occurring on finishing the Hangar #1 office until the winter weather arrived last Sunday. Between the snow removal and repairing broken water pipes (in other buildings), an entire week was lost. The drywall hanging is at approximately 50% complete. The plywood decking is about 25% in place on the second floor (it is all up there but needs to be secured after insulating). The trunk-line for the HVAC is in place. All of the plumbing has been roughed in. Mr. Collins stated that work resumed yesterday and he hopes to begin the long task of finishing the drywall sometime next week.

Mr. Collins informed the Commissioners that the HVAC bid for Innovation Park Hangar #1 Office, discussed at the December Meeting and approved via a telephone poll, should be formally approved. Change Order #9 is for \$9611 from Hodges Heating & Air Conditioning and was recommended by Mr. Collins. Motion was made by Commissioner Martin and seconded by Commissioner Chesney to approve Change Order #9 with Hodges Heating and Air Conditioning. Upon Roll Call Vote, all were in favor.

Snow Removal Equipment

Mr. Collins presented information related to the airport's new truck/plow. The truck/plow was recently purchased after a recommendation at the December Meeting and subsequent telephone poll. Mr. Collins stated that when compared to what the airport is using, this new piece of equipment is equivalent to upgrading to a zero turn mower! Because of fast action on everyone's part, the unit was in place in time for the 6" snow last Sunday and was thoroughly tested. An efficiency test came with Thursday's 1" snow event. In the past, to clear a one inch snow from the FAA defined Prioritized Paved Areas (Runway 05/23, Taxiway "B2", a small portion of the ramp, and the Air-Evac Base) took three hours – the FAA minimum. Within three hours on Thursday morning,

nearly the entire airport was clear of snow! As per specifics, Mr. Collins noted the truck/plow cost \$23,778. The airport was quoted \$19,700 for the truck and up to \$3000 for a 10 foot plow. When finished, Ford Square produced an outstanding 11' plow (instead of the 10' plow specified), the installation of a light bar with two plow lights and a flashing strobe, and plow guides. Mr. Collins noted a new radio, antenna, and installation cost \$660. Mr. Collins asked for official approval of the expenditures for the new snow truck/plow. The costs were \$23,778 for Ford Square and \$660 for Mt. Vernon Communications. Motion was made by Commissioner Chesney and seconded by Commissioner Lee to approve the purchase the new truck/plow and radio. Upon roll call vote, all were in favor.

Mr. Collins expanded on the recent snow removal effort. He thanked Matt Colvin for fabricating a new plow mount for the snow removal tractor late last Sunday night, Jim Montgomery at Jack's Welding for providing materials for the fabrication (also on Sunday night), and Darren Sargent at Midwestern Machine & Hydraulics for overhauling a hydraulic cylinder on Monday morning. These three individuals went above and beyond to help the airport. Their efforts kept the snow removal fleet moving.

NEW BUSINESS

Annual Audit

Mr. Dave Kieffer of David Kieffer, CPA, the airport's auditor, presented the Annual Audit for FY 2012/2013 for the year ending April 30, 2013. The Authority's total assets exceeded its liabilities by \$8,338,567 as compared to \$8,655,142 reported the previous fiscal year. The Authority's total net assets decreased by \$266,575 or -3.08% over the course of the year's operations as compared to an increase of \$640,989 in the prior fiscal year. Mr. Kieffer noted that depreciation was responsible for the decrease. The airport's General Operating Fund had \$455,064 in income and \$423,713 in expenses for a surplus of \$31,351. The airport's Enterprise Fund, Flightline Aero Services, had \$441,503 in income and \$406,175 in expenses for a surplus of \$35,459. Mr. Kieffer stated the airport is doing a nice job managing receivables. Everything looks good and the airport is moving in the right direction. Mr. Collins asked Mr. Kieffer is any improprieties had been discovered with regard to the airport's previous Administrative Assistant. Mr. Kieffer stated that auditors are always looking for misappropriation and/or fraud and nothing was discovered. Some late deposits and the some questionable use of the company credit card (with all purchases repaid) were all that was discovered.

Natural Gas Proposal

For consideration of guests, this Line Item was moved forward on the Agenda.

Koziara Terminal Front Doors

Commissioner Martin supplied a potential material specification and installation plan for revitalization of the main entrance to the Koziara Terminal. The system would consist of four (two per wall) sliding doors installed in the center of the Koziara Terminal vestibule. Commissioner Martin suggested the airport purchase the doors directly from the OEM, perform the demolition of the existing doors, and seek bids for the installation of the actual glass and sidelite glazings from a local door/window contractor. The exterior

doors and sidelites would contain two 0.25 inch glazings separated by a 0.5” airspace. The exterior doors and sidelites would be insulated. The interior doors and sidelites would contain normal 0.25 inch standard glazings. The doors would be motion sensed and timed to not allow both the exterior and interior to be open at the same time. Additional costs would be associated with flooring modifications once the existing sensor pads are removed. Discussion ensued about pursuing the project with two elements – a glazing/door component and a flooring component. Motion was made by Commissioner Lee and seconded by Commissioner Chesney to seek bids on the project. Upon roll call vote, all were in favor. The Commissioners directed Commissioner Martin and Mr. Collins to draft Bid Specifications for the two project components.

OTHER BUSINESS

There being no additional items to discuss in Other Business, Chairman Ancona moved forward with the meeting.

EXECUTIVE SESSION

There being no items to discuss in Executive Session, Chairman Ancona moved forward with the meeting.

There being no further business to discuss under Other Business, no further items for discussion on the Agenda, and no items to be taken from Executive Session, motion was made and seconded to adjourn the meeting. Upon roll call vote, all were in favor and the meeting was adjourned.