

Mt. Vernon Airport Authority  
Regular Meeting of the Board of Commissioners  
Held January 9th, 2018 at 6:00 PM

Present: Michael Ancona	Chairman
Eddie Lee	Vice Chairman
Gary Chesney	Treasurer
Marty Cox	Commissioner

Absent: Ryan Wellmaker                      Secretary

Staff: Chris Collins  
Sheila Jolly-Scrivner

Guests: David Kieffer, Steve Willis, Travis Morse, Mike Payne, Carla Payne, Don Lewis, Ruth Anne Strawn, Tyson Rush, and Steve Modert

**PUBLIC INPUT**

Hearing none, Chairman Ancona moved forward with the meeting.

**REPORTS**

**Minutes**

Minutes were presented for the December 12th, 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**

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

**OLD BUSINESS**

**New Sign**

Mr. Collins informed the Commissioners that he did not have bids for them to review. He noted there were some last minute bugs to work out and the holidays and people taking vacation time put the brakes on the progress. Mr. Collins met with Todd Ham on Friday and the pair are filling in the gaps that are needed in the specification. Mr. Collins noted the everything should be on track to seek bids in time for a selection at the February Meeting. Mr. Collins mentioned that remote control switching of the "Open"

restaurant panel via the internet and electrical service to the sign are some of the last minute issues.

### **New “T” Hangar & Access Taxiway**

Mr. Collins noted a pre-design meeting was held on Tuesday, December 22, 2017 at the airport. IDOT, IDA Engineer Kristy Brod, Hanson’s Rob Waller, airport Architect Brian Edmison, and Mr. Collins were in attendance. The most important parameters that emerged from the meeting are the following: the State/Federal Access Taxiway Project will be included on the June Letting (instead of the much preferred April slot) and a contract for the locally constructed “T” Hangar (between the airport and its chosen contractor) must be submitted to IDOT, IDA Programmers by April 20, 2018. Mr. Collins explained what is to follow: *“With a June letting, and a sure 60 day or more contract review in Springfield, work on the site and paving around the locally constructed hangar will not begin until late August/early September. Since the airport will have to be under contract by late April (and contractors don’t like to hold bids), the locally constructed hangar will at least be underway by the June letting date. There is a good chance the hangar will be completely finished and sitting vacant for a few months before the paving work initiates. Let’s hope bids come in near or under the engineer’s estimates. Re-bidding could mean a building sitting vacant all winter.”* Mr. Collins stated that in his 13 years at the airport, and having Hanson design projects, he has not seen this circumstance occur at Mt. Vernon Outland Airport. Mr. Collins and Airport Architect Brian Edmison distributed preliminary project plans. The pair explained they are trying to incorporate one larger than normal storage unit on one end for the airport’s de-icing truck and chemicals. Because of this specialty, a heat source will be required inside the unit. For the access taxiway, Mr. Collins noted most parameters are on track. Concrete may replace asphalt as the chosen material if it is more cost effective to utilize. The pair discussed a vehicular roadway on the south side of the hangar so tenants don’t have to drive around the building on the north (airplane) side. This will most likely be incorporated on the State/Federal project. Mr. Collins concluded by noting foundation testing is scheduled for Thursday.

## **NEW BUSINESS**

### **Annual Audit**

Mr. David Kiefer of Richard David Kiefer, CPA, presented the Annual Audit for the fiscal year that began on May 1, 2016 and ended April 30, 2017. Mr. Kiefer directed the Commissioners to the Financial Highlights section and read the Authority’s total assets exceeded its liabilities by \$7,201,563 for the fiscal year as compared to \$7,465,650 reported in the prior fiscal year. The Authority’s total net assets decreased by \$475,573 or 5.44% over the course of the year’s operations as compared to a decrease of \$475,279 in the prior fiscal year. Mr. Kiefer stated depreciation continues to be the factor attributable to the decreases. The airport’s gross capital assets have increased to over \$34,444,000. An increase in equipment and service machinery over the last few years has contributed to this increase. Revenues in the airport’s General Operating Fund totaled \$524,723 and expenses totaled \$514,119, leaving a surplus of \$10,604. When comparing the Budget to Actual, the General Operating Fund took in an additional \$11,513 but overspent by \$2704. This translated to \$8809 to the positive side. A \$13,476 surplus

was also reported in the Flightline Aero Services fund as revenues totaled \$249,282 compared to expenses at \$235,806. Motion was made by Commissioner Lee and seconded by Commissioner Chesney to approve the Annual Audit. Upon roll call vote, all were in favor.

#### **OTHER BUSINESS**

With no Executive Session items, no Other Business, and no further items for discussion on the Agenda, motion was made and seconded to adjourn the meeting. Upon roll call vote, all were in favor and the meeting was adjourned.

## **EXECUTIVE SESSION**

February 14, 2017

Mr. Collins noted that he believes Maintenance Assistant Larry Hughes is in line for an immediate salary increase. Mr. Collins explained that he normally waits until the fiscal year has ended to recommend any such increases, but with Larry's stepping in over on the flightline, he believes the time is now. Mr. Hughes' dedication to the overall team and his efforts to help have curbed the losses on the flightline. Mr. Hughes has given the airport a friendly knowledgeable face in an important front line position. Mr. Collins recommended a \$1.10 increase in Mr. Hughes' wage taking him up to \$12 per hour. Discussion ensued with all of the Commissioners praising Mr. Hughes for his dedication to the airport and his work ethic. Most have worked with Mr. Hughes on various projects and events. The Commissioners agreed to the increase and will vote on the proposal upon returning to Open Session.