

Mt. Vernon Airport Authority  
Regular Meeting of the Board of Commissioners  
Held February 11, 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: Rick Hayes, Emily Roth, & Dave Williams

**PUBLIC COMMENTS**

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

**REPORTS**

**Minutes**

Minutes were presented for the January 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 no items of Correspondence, Chairman Ancona moved forward with the meeting.

**Circus**

*For consideration of guests, this New Business Line Item was moved forward on the Agenda.* Mr. Collins introduced Mr. Dave Williams of Kelly Miller Circus. Mr. Williams stated Kelly Miller Circus is headquartered in Hugo, Oklahoma and has been in business for 76 years. Kelly Miller just recently hit the road for its nine month season that will end in November. Kelly Miller will be in southern Illinois over the Easter weekend and has an un-sponsored open date for Saturday, April 19th. Desiring to perform in Mt. Vernon, Mr. Williams was directed to the airport by the Tourism &

Convention Bureau. Mr. Williams met with Mr. Collins recently to see if the one ring circus could be constructed at the airport. The pair determined suitable sites are available depending upon conditions. Mr. Williams provided many facts about the show and answered many questions. Nearly 90 performers and workers travel with the show on as many as 37 vehicles. The performers and crew spend money locally at restaurants, laundry facilities, movie theatres, and shopping outlets. With the exception of water, the enterprise is self-sustaining. Kelly Miller brings its own power generators, washroom facilities, and set-up and tear-down labor. Kelly Miller will also provide portable toilets and additional dumpsters. Kelly Miller will provide all required insurance coverage. The Kelly Miller crew and performers will arrive the morning of the show, set-up, perform a show at 2:00 p.m., complete a second show at 5:00 p.m., tear down, and travel on to the next stop in Carmi, Illinois. Mr. Williams asked permission to perform at the airport and if acceptable, would there be any charge. Discussion ensued about possible charges. Chairman Ancona asked Mr. Williams what other communities charge Kelly Miller. Mr. Williams noted that in an un-sponsored circumstance, a \$200 to \$300 charge is normal. Commissioner Lee asked if the Kelly Miller company would consider spending Saturday Night in Mt. Vernon (Mr. Williams had indicated earlier that the circus would take Easter Sunday off). Commissioner Lee reasoned the airport could waive any fee if the large contingent would stay an extra day in Mt. Vernon (perhaps eat Easter Dinner and shop with our merchants). Mr. Williams stated the offer seemed reasonable, but the answer was not entirely his. He pledged to report back to Mr. Collins very soon. Motion was made by Commissioner Pierce and seconded by Commissioner Martin to allow Kelly Miller Circus to perform two shows at the airport on Saturday, April 19, 2014. Charges for the show would depend upon the circus crews and performers staying an additional night in Mt. Vernon. Upon roll call vote, all were in favor.

## **OLD BUSINESS**

### **Innovation Park**

Mr. Collins noted that airport maintenance has been making steady progress in the office of Hangar #1. The crew is busy finishing the drywall. Mr. Collins estimated the drywall finishing is 33% complete. The next tasks will be paint and installing a suspended ceiling in the offices. Mr. Collins stated that procuring suspended ceiling elements, doors, and flooring are the next tasks, so expect several change orders at next month's meeting.

### **Koziara Terminal Door Project**

Mr. Collins presented bids for three projects associated with the upcoming Koziara Terminal Door Project. The first specified task was the purchase and installation of the actual door frames, hardware, and electronic sensors. Record Automatic Door Systems from Evansville, Indiana provided a low bid of \$10,550. St. Louis based Door Service, Inc. submitted a bid of \$17,172. The second specified task was providing and installing all glazings. Mt. Vernon Glass submitted the low bid of \$4798. Southern Illinois Glass provided a bid of \$5100. The third task was the installation of new flooring in the vestibule and modification to the tile on the inside of the lobby. Southern Illinois Tile and Carpet submitted the low bid of \$3106.80. One Stop Flooring America provided a bid of \$3468.77. The total cost of all three low bids was \$18,454.80. Motion was made

by Commissioner Chesney and seconded by Commissioner Pierce to approve the low bids as submitted. Upon roll call vote, all were in favor.

## **NEW BUSINESS**

### **Insurance**

Mr. Collins noted February is an important month for insurance as Workmen Compensation, General Liability, and Public Official's Liability Policies renew. He stated he was pleased to report a savings in each policy over the previous year: Workmen's Compensation \$787, General Liability \$400, and Public Official's Liability \$351. Total savings was \$1538. The new renewal rates are \$16,025 for Workmen's Compensation at AIS Gallagher, \$2999 for General Liability at AIS Gallagher, and \$2078 for Public Official's Liability at the Insurance Store. Mr. Collins pointed the Commissioners to the General Liability quotes noting AIG was cheaper than existing company QBE. Agent John Grob recommended staying with QBE since QBE was \$5000 less than any other company on the Workmen's Compensation Policy. Mr. Collins recommended approval of the three renewals. Motion was made by Commissioner Martin and seconded by Commissioner Lee to approve the three renewals as presented. Upon roll call vote, all were in favor.

### **Aviation Report**

Mr. Collins stated he is pleasantly surprised to report that 2013 was a fantastic year in terms of total operations at the airport! The total operational count for 2013 was 24,720, an increase of 1650 operations or 7.25% over 2012's count. Mr. Collins attributed the increase to two key factors: increased activity by based tenancy and the aeronautical events the airport hosts. National Railway, Henderson Trucking, Miller Construction, Withers Broadcasting, and others simply flew their aircraft more in 2013 than in previous years. The EAA Airventure Cup Race and the Plane & Pilot Midwest LSA Expo were huge events when considering operational counts. Total jet operations decreased slightly (194 from 206). U.S. Military Operations decreased significantly (68 to 102). Mr. Collins attributes the military decrease to the sequester. As far as based tenancy is concerned, there are 49 total aircraft registered at the airport: 36 Single Engine, 11 multi-engine, and two helicopters.

### **Engineering Agreement**

Mr. Collins presented an Engineering Agreement (actually an Amendment to an existing Agreement) between the MVAA and Hanson Professional Services. The Agreement covers an increase in Preliminary Phase Services of \$17,100 and Special Services of \$3379 on the Grading & Drainage portion of the RSA Correction Project. The project is covered by General Aviation Entitlement. Mr. Collins noted the airport may be liable for another 2.5% of this total cost of \$20,479, or \$512. Hanson's Rob Waller believes there are excess funds for the project at IDOT, so there may not be a cost to the airport. Mr. Collins recommended approval of the Engineering Agreement. Motion was made by Commissioner Martin and seconded by Commissioner Pierce to approve the Engineering Agreement. Upon roll call vote, all were in favor.

## **Circus**

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

### **OTHER BUSINESS**

Mr. Collins asked permission to negotiate with Baldwin Media regarding a new marketing video. Mr. Baldwin was at the airport recently collecting footage for the City Convention & Visitor's Bureau and the State's Mini-Abe Campaign. Mr. Collins asked about replacing the circa 2008 video that is on the airport website's homepage. Mr. Baldwin forwarded a quotation in the amount of \$3400. Mr. Collins stated the number was a little pricy when Mr. Baldwin called after submitting the quotation. Due to the difficulty of capturing exciting elements on the day of shooting, Mr. Collins asked if videos and still photos of significant airport operations could be supplied and utilized. Mr. Baldwin noted that he could use any supplied footage (video and still) and this would lessen his quoted amount. Mr. Baldwin stated he would do what it takes to help the airport. The Commissioners directed Mr. Collins to work with Mr. Baldwin to develop a new quotation.

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.