

Mt. Vernon Airport Authority  
Regular Meeting of the Board of Commissioners  
Held April 11, 2013

Present: Greg Martin Chairman  
Mike Ancona Vice Chairman  
Gary Chesney Treasurer  
Joe Bob Pierce Commissioner

Staff: Chris Collins  
Sheila Jolly-Scrivner

Guests: Rich Carney, Don Lewis, & Rick Hayes

**PUBLIC COMMENTS**

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

**REPORTS**

**Minutes**

Minutes were presented for the March 12<sup>th</sup> 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' Report**

There being no questions or concerns with the Treasurers' Reports, motion was made and seconded to approve the reports as presented. Upon roll call vote, all were in favor.

**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 Martin moved forward with the meeting.

**OLD BUSINESS**

**Innovation Park**

Mr. Collins provided the Commissioners with an update on the project. Due wet conditions, no work has been completed on the locally built hangar. On the State/Federal Ramp Project, Mr. Collins noted that the project is officially on the April 26 IDOT Letting. He noted that several projects were removed from the letting due to State/Federal funding concerns.

**NEW BUSINESS**

**Annual Audit**

Since the airport's Auditor David Kieffer was not in attendance, Chairman Martin tabled this Agenda item for next month's meeting.

### **Health Insurance Renewal**

Mr. Collins presented a quote sheet provided by the airport's health insurance specialist Diana Thomas. Current provider Health Alliance submitted the lowest total premium at \$1659 per month for the airport's four employees. Mr. Collins recommended accepting the quotation from Health Alliance since it was far lower than all of the other quotations and the others still had to go through the underwriting process. Mr. Collins also explained that with the recent personnel changes, the new Health Alliance renewal rate will save the airport \$345 per month. Motion was made by Commissioner Chesney and seconded by Commissioner Pierce to accept the low bid provided by Health Alliance. Upon roll call vote, all were in favor.

### **Aviation Events**

Mr. Collins provided an update on one new event and a possible addition to an existing event. He noted that he has been working with the organizers of the EAA Airventure Cup Race which is set to occur over the weekend prior to EAA Airventure Oshkosh. Mt. Vernon Outland Airport is a strong contender for the starting point of the race consisting of all different categories and classes of aircraft. The race could depart Mt. Vernon on Sunday morning July 28th, stop in Dixon, Illinois for fuel, and end in Waupaca, Wisconsin. The racers will spend Sunday night in Waupaca before arriving in mass at Oshkosh on Monday morning, July 29th. Mr. Collins noted that the starting point is a huge benefit to the community as racers will spend at least two nights in local hotels and eat in area restaurants. The airport will benefit by increased operations, prestige/exposure, and fuel sales. The racers will arrive on Friday, July 26<sup>th</sup>. Saturday July 27<sup>th</sup> will be an airport open house/meet the racers/see the aircraft/Young Eagles Day. The aircraft will depart on Sunday morning, July 28, 2013. Mr. Collins noted that the starting point will be Mt. Vernon if all of the insurance and other matters can be finalized. He noted an announcement is expected very soon.

The addition to an existing event involves the Commemorative Air Force. Mr. Collins noted that he recently received a call from the Arizona Wing of the Commemorative Air Force (CAF). The CAF asked to return to Mt. Vernon Outland Airport during the week of September 3 through September 9, 2013 with their newly restored B-25 Bomber "Maid in the Shade". Mr. Collins stated the schedule would place "Maid in the Shade" on the ramp during the Plane & Pilot Midwest LSA Expo. The opportunity has the potential for more drawing power for the Expo and the airport. The CAF's requirements are the standard 500 gallons of fuel, hotel rooms, and ground transportation. Mr. Collins asked the Commissioners for permission to tell the CAF "yes" and to solicit sponsors as has been done during the previous CAF visits. Any shortage of funds will be covered by the airport. Motion was made by Commissioner Ancona and seconded by Commissioner Pierce to allow Mr. Collins to seek sponsorship for the CAF visit in September. Upon roll call vote all were in favor.

### **OTHER BUSINESS**

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

## **EXECUTIVE SESSION**

Upon returning from Executive Session, Commissioner Pierce made a motion that the personnel request by the former Administrative Assistant be tabled until the official audit is complete. The request was for two weeks vacation pay the former employee claimed was due. During an internal investigation, Mr. Collins found a nearly equivalent amount of unauthorized credit card charges by the former Administrative Assistant. Commissioner Chesney recommended the matter be turned over to the auditors for concurrence. Commissioner Pierce's motion to table the request was seconded by Commissioner Chesney and the matter was tabled until the official audit was completed.

Chairman Martin explained that the Mt. Vernon Airport Authority, working under the direction of its auditors has done everything it can to ensure the integrity of the authority's finances. Letters have been sent to nearly fifty tenants to confirm account balances at a prescribed date. With a return rate in the 90% range, all tenant balances concur with the authority's account balances. Other than the unauthorized credit card charges and a few invoices that were not sent to some tenants, everything is in good shape. Nothing is missing and all accounts are reconciled. The official audit begins in May.

There being no further business to discuss in Executive Session, no items of Other Business, and no additional Agenda Line Items, motion was made and seconded to adjourn the meeting. Upon roll call vote, all were in favor and the meeting was adjourned.