

Mt. Vernon Airport Authority
Regular Meeting of the Board of Commissioners
Held May 14, 2013 at 6:00 PM

Present: Greg Martin	Chairman
Michael Ancona	Vice Chairman
Gary Chesney	Treasurer
Dr. David Asbery	Commissioner

Staff: Chris Collins
Sheila Jolly-Scrivner

Guests: David Kieffer, Rich Carney, Rick Hayes, Reanne Palmer

PUBLIC COMMENTS

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

STATE OF THE AIRPORT

Chairman Martin noted that since the May Meeting serves as the Annual Meeting, two special line items were added to the Agenda. The first was the State of the Airport address. Chairman Martin read from a prepared document and that document is attached.

ELECTION OF OFFICERS

Chairman Martin explained that the second special line item is an Election of Officers. Chairman Martin opened the floor for nominations. Commissioner Chesney motioned for the slate of officers to be the following: Chairman Mike Ancona Vice Chairman Greg Martin, Secretary David Asbery, and Treasurer Gary Chesney. Commissioner Ancona seconded the motion. Upon roll call vote, all were in favor.

REPORTS

Minutes

Minutes were presented for the April 11, 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

Innovation Park

Mr. Collins provided an update on the Projects. Regarding the locally built hangar, the site lying under where the office extension is to be built has not been suitable for building due to a wet condition beneath the surface. Hanson Professional Services' Jeff Litherland visited in early May and Mr. Collins and Mr. Litherland dug a hole and discovered a seam of wet clay lying approximately two feet beneath the surface. A meeting was held between Mr. Litherland, Mr. Collins and Carey Lipps to map out a strategy. Airport Maintenance removed the soil above the wet clay seam on a Wednesday. On Thursday, the Lipps equipment operator removed the wet clay seam. Sixteen truckloads of three inch diameter aggregate were hauled, dumped, and compacted along with the previously delivered clay. Mr. Collins explained the good news is this work was completed ahead of a very wet weekend and the airport now has a site that can be built upon. The bad news is the sixteen loads of aggregate, extra Lipps time and machinery, and the extra clay that still needs to be delivered resulted in a change order. In trying to keep things in order, Mr. Collins presented Change Order #1 in the amount of \$441 payable to Lipps Construction. Change Order #1 covers fees associated with Ameren's temporary power hookup and publishing costs. Motion was made by Commissioner Chesney to approve Change Order #1 and seconded by Commissioner Martin. Upon roll call vote all were in favor. Mr. Collins presented Change Order #2 in the amount of \$8440, also payable to Lipps Construction. Change Order #2 covers the additional fill materials, labor, and machinery described above. Motion was made by Commissioner Martin to approve Change Order #2 and seconded by Commissioner Chesney. Upon roll call vote all were in favor.

Mr. Collins noted the State/Federal Ramp Reconstruction and Roadway Project was let on April 26, 2013. The lowest construction bid came in at \$393,484.95. This was for both the base bid and the alternate. Mr. Collins explained the Design Engineering and Construction Engineering Costs will be \$33,991.48 and \$55,156 respectively. The total cost of the State/Federal Project will be approximately \$482,632.43 - \$102,367.57 under budget (including the \$28,641 Alternate)! The approximate local share will be \$24,131.62 – a savings of \$5118.37 based upon the engineer's estimate. Mr. Collins noted this savings is a blessing with the extra aggregate and clay costs for the locally built hangar site.

Mr. Collins presented two Engineering Agreements between Hanson Professional Services and the MVAA. Agreement #1 is for engineering design and construction services for the State/Federal Ramp Reconstruction and Roadway project. The \$55,156 cost will be covered under the State Block Grant Program. Motion was made by Commissioner Chesney to approve Engineering Agreement #1 and seconded by Commissioner Martin. Upon roll call vote all were in favor.

Mr. Collins noted Agreement #2 is actually an Amendment to a previously executed Engineering Agreement between Hanson Professional Services and the MVAA. This Amendment increases the total Engineering Design cost for the project an additional \$3600. Mr. Collins reminded the Commissioners that during an effort to bring the project back to budget, the MVAA, Lipps, Edmison, and Hanson Team all agreed to lower the site elevation one foot to 463 feet. Since Hanson had already completed all of the design work at 464 feet, the design work had to be altered. The \$3600 will most likely have to be paid locally. With the construction bid coming in under budget, IDOT may absorb this additional cost in the State Block Grant Program. Motion was made by Commissioner Martin to approve Engineering Agreement #1 and seconded by Commissioner Chesney. Upon roll call vote all were in favor. Mr. Collins noted Brian Edmison also had to redesign for the new elevation. He pointed out that Mr. Edmison did not charge the airport for his redesign.

Airventure Cup Race

Mr. Collins stated that it's official - Mt. Vernon Outland Airport is the starting point of the race. He presented the official Press Release and described the event as follows. Friday, July 26th will be the arrival. Saturday July 27th will be an open house day focused on meeting the pilots and viewing the aircraft. A Young Eagles Rally will also be conducted on Saturday. The racers will depart KMVN on Sunday morning, July 28th. Mr. Collins noted that in addition to the EAA Chapter and MLSA Expo workers he will be seeking volunteers for the Airventure Cup Race also.

NEW BUSINESS

Annual Audit

Chairman Ancona introduced David Kieffer or David Kieffer, CPA. Mr. Kieffer presented the FY2011/2012 Audit. Mr. Kieffer stated the MVAA's total assets exceeded its liabilities by \$8,655,142 as compared to \$8,014,153 the previous fiscal year. The MVAA's total net assets increased by \$840,989 or 8% over the course of the year's operations as compared to a decrease of \$353,218 in the previous fiscal year. The airport's General Fund showed a deficiency of \$11,512 but Mr. Kieffer pointed out the MVAA purchased a new vehicle for \$27,895 and the vehicle was not depreciated. Had the vehicle not been purchased, the General Fund would have shown an excess of \$16,383.38. Also, if the vehicle had been depreciated the fund would have shown an excess also. Mr. Kieffer also informed the Commissioners that he merged the Midwest LSA Expo Fund into the General Fund. He noted that Mr. Collins desired the fund to be separate fund similar to the airport's Enterprise Fund, but Mr. Kieffer felt it could not stand alone since it was an educational and/or not-for-profit entity. Mr. Kieffer noted that the Midwest LSA Expo fund lost money over the course of the fiscal year and asked Mr. Collins to expand. Mr. Collins noted that the year in question was the year surplus funds (raised via sponsorships two years earlier) were expended on a consultant's one-time fee that ultimately led to the multi-year Plane & Pilot Sponsorship. Under normal conditions, the Midwest LSA Expo fund merely takes in exhibitor fees and pays its bills such as marketing, tents, and insurance with an emphasis on breaking even. Mr. Collins noted that the Midwest LSA Expo fund showed a small surplus in the year that just ended and will be subject to the next audit. Regarding the airport's Enterprise Fund – Flightline

Aero Services, Mr. Kieffer stated the operation is doing very good and showed an excess of \$46,041 – and increase of nearly \$18,000 over the previous fiscal year. Chairman Ancona asked for questions and hearing none, asked for a motion to approve the Audit. Motion was made by Commissioner Martin and seconded by Commissioner Chesney to approve the FY2011/2012 Audit. Upon roll call vote all were in favor.

Lift Station

Mr. Collins explained there was a problem a few weeks ago that triggered a visit by the company specializing in lift station equipment. The immediate problem in the wet well side was corrected but an inspection of the actual pumps detected one pump was inoperable. Mr. Collins presented a \$2400 estimate from ESA, Incorporated to remove, repair, and re-install the inoperable pump. Motion was made by Commissioner Chesney and seconded by Commissioner Martin to approve the \$2400 estimate. Upon roll call vote all were in favor.

Salute to Freedom

Mr. Collins asked for a motion to approve a request by the Mt. Vernon Convention and Visitor's Bureau for the annual Salute to Freedom Celebration on July 4, 2013. Motion was made by Commissioner Martin and seconded by Commissioner Chesney to approve the request. Upon roll call vote all were in favor. Mr. Collins stated that he believes this is year 27 for the event!

OTHER BUSINESS

Chairman Ancona used the Other Business timeframe to offer praise for outgoing Chairman Greg Martin's guidance over the past two years. He also welcomed new Commissioner Dr. David Asbery to the team.

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.