

Mt. Vernon Airport Authority
Regular Meeting of the Board of Commissioners
Held January 12, 2021 at 6:00 PM

Present: Marty Cox	Chairman
Mike Ancona	Vice Chairman
Ryan Wellmaker	Treasurer
Carey Lipps	Secretary
Gary Chesney	Commissioner

Staff: Chris Collins, Sheila Jolly-Scrivner, & Matt Colvin

Guests: Don Lewis, Ruth Ann Strawn, Brian & Melissa Hubbard, and Mike & Carla Payne

PUBLIC INPUT

Hearing none, Chairman Cox moved forward with the Agenda.

REPORTS

Minutes

Minutes were presented for the December 8th, 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 presented the Agenda and Meeting Minutes for the upcoming January Meeting of the Greater Egypt Regional Economic Commission.

The December, 2020 Edition of *Outland News* was provided to the Commissioners. Mr. Collins explained this is the second effort to promote the airport and Team MVN in this fashion. Look for the third edition in April.

OLD BUSINESS

Project Updates

Mr. Collins provided an update on completed and ongoing projects around the airfield:

The maintenance staff replaced all badly faded taxiway guidance signs throughout the airfield in December (a photo appears on page 2 of *Outland News*). With this, and the summer 2020 painting project, the airport should be in good shape for the FAA Part 139 Inspection in February.

A major insulation project was completed at the Kash Helicopter Hangar (A-1100) just prior to Christmas. Airport Maintenance purchased the equipment and materials to spray insulate the areas under the repaired interior gutter and all exterior walls in the office ceiling. The result is a super tight and efficient envelope above the conditioned space.

On Tuesday, January 5th, the maintenance staff installed twenty new ultra-efficient LED light fixtures in the hangar bay of the Kash Helicopter Hangar (A-1100). Mr. Collins presented a photo page detailing the work. Kash Helicopter Services paid for the fixtures. Airport maintenance performed the removal of the circa 1992 mercury vapor fixtures and installed the new LED fixtures. The airport rented a manlift for the day. Mr. Collins explained he does not have a complete financial picture of the savings Kash Helicopters will realize, but the watts per hour will drop from 1000 to 181 while the lumens of lighting will increase from 1000 to 24,000 per fixture!

NEW BUSINESS

Annual Audit

Mr. The airport's auditor David Kieffer was not in attendance. This Agenda item was tabled for one month.

Insurance

The airport's Property and Equipment Insurance Policy renewed in early January. Mr. Collins noted that Todd Piper visited just before Christmas with numbers and recommendations. The renewal premium is \$27,267 – an increase of \$1258 over the 2020 premium. This renewal premium includes a 10% discount based on an increase of the earthquake deductible (from \$50,000 to \$100,000). If the deductible was not increased, the renewal premium would have been \$29,864. Since the renewal premium increased, Mr. Collins asked for approval. Motion was made by Commissioner Lipps and seconded by Commissioner Chesney to approve the premium as presented. Upon roll call vote, all were in favor.

Interior Access Road Project

Mr. Collins presented the official Program Letter from IDOT, IDA for the airport's next State/Federal Project. The badly deteriorated gravel road connecting the two frontal areas should be paved in 2021, but due to many factors will most likely occur in the summer of 2022! The total project cost is estimated to be \$500,000. The airport's local share is estimated at \$25,000. The project contains \$150,000 in State/Federal Apportionment funds (sort of a discretionary grant). Mr. Collins expressed his excitement in seeing this project completed and the wear and tear on the airport's mobile fuel trucks reduced! The project will also reduce vehicular traffic on the aviation movement areas lessening the opportunities for a vehicle/pedestrian deviation.

OTHER BUSINESS

Ms. Scrivner presented a summary of the new Flight Instruction Program. Since its inception on August 3rd, 2020, Aviation Programs Director Jay Grafton has billed 147 hours. These hours have covered almost 50% of his salary. There are currently 12 active students in his charge.

Motion was made by Commissioner Wellmaker and seconded by Commissioner Chesney to approve an annual project bonus payment in the amount of \$8410 to Maintenance

Superintendent Matt Colvin as outlined in Executive Session. Upon roll call vote, all were in favor

There being no further Executive Session items, no additional Other Business items, 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

January 12, 2021

Mr. Collins explained Airgo has now resolved its debt with the airport. Resolution came on Christmas Eve.

Bonnie Café owners Brian and Melissa Hubbard stated business has been exceptional at Bonnie Café Mt. Vernon! Product expenditures, payroll, and the numbers of servers at peak times are impressive. Brian and Melissa thanked the Board and staff for the kitchen expansion in the spring and that project has helped the business grow. The pair outlined the next issue/expansion proposal – grill expansion. Sixty percent of the business is served from the buffet. The remaining 40% is served from the 5' width grill. With 300 seats, this is a liability. For comparison, Bonnie Café Centralia serves 100 seats from a 9' width grill. The restaurant business is about turning seats and ticket times at Mt. Vernon are longer than desired. Brian and Melissa asked the Commissioners if they would be in support of increasing the grill size. The kitchen is now large enough for the additional hood system required for an additional grill. Mr. Collins explained he and the Hubbards have had a preliminary discussion on the parameters such a project would entail. Investment from the MVAA would require an extra lengthy commitment to the already strong partnership. Bonnie Café would source the required equipment and specialized contractor. The Commissioners expressed unanimous support for the project. The Hubbards indicated they would begin searching for equipment and develop a budget. Both sides agreed to meet again at a future MVAA Meeting to review the data and craft a plan to move forward.

Mr. Collins explained Maintenance Superintendent Matt Colvin recently celebrated his one year anniversary at the airport. Matt was hired at the existing Maintenance Superintendent's salary – much less than what Matt was making at his existing employer. Mr. Collins noted the hiring agreement with Matt was to provide an annual project related bonus. Any capital project overseen/operated/competed by Matt that saves the airport money due to the lack of outside contracting would be itemized. The savings would be shared 50/50 with Matt. Mr. Collins presented a spreadsheet detailing the 2020 projects. The projects are:

- Runway Surface Mount Lighting (re-worked failed specialty lighting & excavating)
- T-Hangar Lighting (rewired fixtures from incandescent to LED)
- Reworked ditch and creek areas with leased Skid Steer
- Fabrication of specialized paint machine glass bead dispenser
- Tree/debris removal on Northeast Clear Zone with leased track hoe
- Tree/debris removal on Seven Mile Creek with leased track hoe

The suggested bonus is calculated from a simple savings point of view (just as negotiated in December, 2019). Actual costs paid by the airport by project (equipment rental, fuel, etc.) are deducted from costs the airport would have paid to an outside vendors. The total is multiplied by 50%. Mr. Collins recommended an \$8410 payment to Mr. Colvin for the 2020 year projects. He stated "Matt and the work he has completed are worth every penny!" Discussion ensued. The Commissioners agreed with Mr. Collins on the plan and the payment as presented.