

Innovation Park Utility Upgrade Project (Sewer Portion) – No news at this time. The signed Engineering Agreement was e-mailed to Hanson after the December Meeting.

Innovation Park Utility Upgrade Project (Electrical Portion) – Kevin Turrentine from KT Electric, Brent Bartley from Ameren, and I plan to meet early next week to re-familiarize ourselves with the project. This is good news as a start date is near.

KT Parking Lot Rehabilitation Project – Included in your booklet is the official IDOT Program Letter. Since program letters are official “Notices to Proceed”, we can initiate activity with Hanson. I have not spoken to Barry Stolz much about this project lately. During the last mention, we discussed starting survey work soon after the program letter was received.

Innovation Park Turbine Center (IP Hangar #2) – An Engineering Agreement, addressing just the EDA Grant Preliminary Engineering Report (PER), was presented to the Commissioners. The \$7500 cost covers Hanson Professional Services and Brian Edmison as a subcontractor. Mr. Collins recommended approval of the Engineering Agreement. Motion was made Commissioner Chesney and seconded by Commissioner Lipps to approve the Agreement as presented. Upon roll call vote, all were in favor.

Air Evac #172 Base (Temporary) – Everything is in place and ready. Air Evac #172 is still waiting for the aircraft to arrive. Their “Strike Team” (new base establishment team) personnel are here and in place, so I expect we will see the aircraft this week.

Air-Evac #172 Base (Permanent) – Brian Edmison, Barry Stolz, and I met on Thursday last week. I instructed the team to design a structure that included an 80’ x 80’ aircraft hangar, living quarters for both bases, and amenities such as a large training/conference room. Brian drafted a plan set and we revealed the plans to Brian Martinez (A/E #172) and Derek Burwell (A/E #11) on Friday morning. Based on tips from the two A/E Program Coordinators, Brian made the recommended changes. The new plan is included in your booklet. The two program managers were very pleased with draft one. They have not seen the new version. Our next meeting with Brian and Derek is scheduled for January 18th. After some back and forth, the team expects to have estimates and final plans ready for your approval at the February Meeting. Once approved, bids could be sought and winning bidder selected at the March Meeting. With a six month lead time for building packages, we will have to move quickly to see the permanent base constructed by the end of 2022 or early 2023.

Replace High Intensity Runway Lights on Primary Runway, Replace Medium Intensity Runway Lights on Crosswind Runway, and Replace Medium Intensity

Taxiway Lights on all Taxiways. No news on this project. Preliminary design plans are still underway at Hanson.

NEW BUSINESS

USDA Agreement.

Mr. Collins presented the annual Agreement between the USDA Wildlife Services and the MVAA for wildlife monitoring services (Routine Presence). The cost increased slightly to \$11,250. He recommends approval as being in a partnership with the USDA keeps the FAA Part 139 Certification Inspector happy. Motion was made by Commissioner Ancona and seconded by Commissioner Lipps to approve the Agreement. Upon roll call vote, all were in favor.

Marketing/Promotion:

An Agreement between Kimley-Horn and the MVAA for services related to adding content to the Illinois Aviation System Plan Brochure was presented by Mr. Collins. Kimley Horn was agreeable to the airport's requests and their charges fell within the budget defined at the December Meeting. The cost to complete the project is \$4000. The second page will be entirely devoted to the major tenants. The page #1 Route Map will be completed to reflect 2021 traffic. Mr. Collins stated the brochures will be worth the expense as this opportunity only comes along once per decade. After obtaining approval from three commissioners via individual telephone calls, Mr. Collins signed the Agreement and began providing content. He asked for formal approval. Motion was made by Commissioner Chesney and seconded by Commissioner Lipps to approve the Agreement as presented. Upon roll call vote, all were in favor.

Insurance

Mr. Collins stated there are two insurance items to discuss:

Health: Included in the booklet is a listing of additional out of pocket expenses for an employee. These costs were covered by the previous insurance company. After months of working with providers and agent Todd Piper, these costs are what they are – extra expenses out of the employee's pocket. Mr. Collins asked for approval to cover this additional \$174 per month from General Operating, retroactive to July 31, 2021. He stated the situation should be re-evaluated upon each insurance renewal. Motion was made by Commissioner Lipps and second by Commissioner Chesney to approve the \$174 per month retroactive to July 31, 2021 and reevaluated at each renewal. Upon roll call vote, all were in favor.

Property & Equipment: Mr. Collins presented the 2022 renewal premium of \$28,871. This is an increase of approximately \$1600. Mr. Collins mentioned with additional equipment added to the policy and rates increasing significantly, a 5% increase did not seem out of line. He recommended approval of the 2022 premium. Motion was made by Commissioner Chesney and seconded by Commissioner Lipps to approve the 2022 renewal as presented. Upon roll call vote, all were in favor.

OTHER BUSINESS

Mr. Collins directed the Commissioners to a photo page highlighting the new 100LL Mobile Fuel Truck. Maintenance Superintendent Matt Colvin traveled to Jacksonville, Florida on Tuesday morning. Matt and the truck arrived back in Mt. Vernon on Wednesday evening. On Friday, Matt removed the dump bed and hydraulic components. The truck is now ready for a trip to American Refueler in Birmingham, Alabama. American Refueler will build a new 100LL Fuel System on the back end of the truck. Mr. Collins expects an updated quote from American Refueler soon. With increasing costs for materials and supplies, he expects the quote to be in the \$65,000 ballpark. The good news is this truck should last 20 plus years (the existing 100LL Mobile Fuel Truck entered service in 1999). Once American Refueler's Proposal is accepted and the truck is in Birmingham, a May/June delivery of the finished product is expected. The sooner everything is moved forward, the sooner a new truck can be in service.

Ms. Jolly-Scrivner provided the monthly update on the flight training program. Aviation Programs Director Jay Grafton billed 36 hours in December which is 50% of his salary. Weather in December was lousy. To date, Mr. Grafton has billed 11.5 hours in January. Mr. Collins stated Mr. Grafton's Sunday Line Service replacement, Mr. Jason Hunter, is fully trained and doing a good job on Sundays.

There being no items from Executive Session, 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 11, 2022

Bonnie Café's Brian Hubbard introduced Chef Dave. Chef Dave has owned restaurants in Las Vegas and Lake of the Ozarks, Missouri. Chef Dave was instrumental in planning of the remodel project at Bonnie Café Centralia. The pair distributed a proposal to remodel Bonnie Café Mt. Vernon. The Proposal contained some figures for current operations at Bonnie Café Mt. Vernon. The COVID-19 shortened year of 2020 saw 57,575 customers. This included a nearly two month shutdown and four months without a buffet. Calendar year 2021 saw 93,140 people dine at the airport! All figures were calculated based on the average expenditure of \$12 per person. The remodel proposal included many upgrades such as new flooring, new tables and chairs, and a new-larger buffet. The pair hope to increase the seating by 100 people simply by changing to four place tables. The Proposal contained many line items categorized neatly and totaled. Discussion ensued about the costs of the larger items (such as flooring and tables) and who would be responsible for each. Another discussion revolved around the antique and troublesome walk in cooler/freezer units. Although the pair are appreciative of the smaller indoor freezers purchased by the MVAA last summer, those units are simply a "band aid" and lack the capacity the proposed remodel would bring. Mr. Hubbard stated it is well past the time to replace the walk-in cooler/ freezers and offered to help locate more affordable used units. The current units worry him as his food costs are now exceeding \$10,000 per week! A long discussion took place on how best to accommodate and pay for this remodel. Some line items should be the responsibility of the MVAA and some should be covered by Bonnie Café. The Commissioners asked the pair about a start date, shutdown period, and if there would be cost increases for the customers. Mr. Hubbard answered all questions to the satisfaction of the Commissioners. All believed timing should be simultaneous with the parking lot rehabilitation project. Mr. Collins mentioned the parking lot project may not occur until 2023. He stated he would speak to Hanson Professional Services to better determine a potential project timeline. Mr. Hubbard and Chef Dave left the room. The Commissioners asked Mr. Collins his opinion of the Proposal. Mr. Collins stated he was comfortable with some things and would like more time to study others. All agreed to continue discussions as everyone is excited about the strong partnership. 93,140 customers!!!