

Mt. Vernon Airport Authority  
Regular Meeting of the Board of Commissioners  
Held September 13th, at 6:00 PM

|                    |               |
|--------------------|---------------|
| Present: Marty Cox | Chairman      |
| Mike Ancona        | Vice Chairman |
| Carey Lipps        | Secretary     |
| Greg Martin        | Treasurer     |
| Gary Chesney       | Commissioner  |

Staff: Chris Collins  
Sheila Jolly-Scrivner

Guests: Steve Willis, Don Lewis, Steve Modert, Ron Brushwitz, and Brian Edmison

### PUBLIC INPUT

Don Lewis mentioned the recent Midwest LSA Expo was a good show for all involved. Sheila Jolly Scrivner noted two of the owners of SRT Aviation are in the hospital – Tom Brand and Shawn Sayle.

### REPORTS

#### **Minutes**

Minutes were presented for the August 9th, 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 except Commissioner Martin 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 alerted the Commissioners of the airport's annual TIP Meeting at the Illinois Department of Transportation, Division of Aeronautics. The meeting will be at 10:30 a.m. on Monday, October 17<sup>th</sup> in Springfield.

### OLD BUSINESS

**Project/Grant Update:** Below is a snapshot of all projects as specified by Mr. Collins:

*Rehabilitate Interior Perimeter Service Road Project* – The project is complete. Included in your booklet is a photo page showing some of the work. I expect IDOT, IDA will visit in the next few weeks for the final inspection.

*Innovation Park Utility Upgrade Project (Sewer Portion)* – The contractor answered an e-mail recently and indicated he still plans to start in late September. Hanson is trying to schedule a Pre-Construction Meeting.

*Innovation Park Utility Upgrade Project (Electrical Portion)* – We are waiting on the step-up transformer to arrive. Once on site, KT Electric will install near the lift station and transfer power from the old to the new. This will complete this project.

*KT Parking Lot Rehabilitation Project* – There are no new updates on this project.

*Innovation Park Turbine Center (IP Hangar #2)* – The first draft of the building plans have been completed. Please look through the plans and provide feedback. The intent of the design was to copy the Community Hangar for aircraft storage, and include an attractive office structure for many small businesses on the road side. One side of the office structure will be Solera Bank/Solera Aviation and multiple small businesses. We need to solidify a fairly close concept so Brian Edmison and Hanson's Barry Stolz can finish the Preliminary Engineering Report required by the EDA Grant. This project relies on EDA Grant assistance to materialize and is second to the Air Evac Joint Base Jefferson Project in terms of timing. *With Brian Edmison in attendance, he was able to describe the design and answer questions. Discussion ensued. Motion was made by Commissioner Ancona and seconded by Commissioner Martin to approve the plans as presented. Upon roll call vote all were in favor.*

*Air-Evac Joint Base Jefferson* – See Executive Session Minutes, September 13, 2022 for discussion and Other Business for action.

*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.* - I am awaiting news from IDOT, IDA regarding if one or both projects will be funded. One thing is for certain – our local shares will be much higher. Hopefully I will have some news soon.

*Taxiway A Fillets* – I plan to talk to Bob Metcalf in the next few days about the project. As soon as a timeline develops with J.K. Trotter on the IP Sewer Project, I will try to schedule the project to run concurrently.

## **NEW BUSINESS**

There were no items of New Business. Chairman Cox moved forward on the Agenda.

## **OTHER BUSINESS**

Mr. Collins announced that in mid-July, Team MVN welcomed Special Olympics to the family. Earlier in the Summer, officials from the organization visited to secure the facility for an outdoor event. At some point in the visit, Ms. Kim Talley, Special Olympics Southern Illinois Director inquired about office space for their new local representative Mackenzie McFeron. Sheila was quick to seal the deal, so Ms. Mackenzie is now safely in MVAA Suite 109.

Aviation Programs Director Jay Grafton billed 73 hours, or 105% of his salary, in August. To date in September, he has billed 9.6 hours. As for N737CZ (C172), the aircraft flew a total of 27.2 hours in August. It spent two weeks down for its 100 hour inspection. Mr. Collins circled back to Mr. Grafton's efficiency. When asked about his annual efficiency, Mrs. Jolly-Scrivner produced a monthly summary. Mr. Grafton's annual average for calendar year 2022 is 87% of his salary!

Mr. Collins mentioned a representative of the U.S. ARMY Golden Knights visited on Wednesday, September 7<sup>th</sup>. The Knights, based at Ft. Bragg, North Carolina, are looking for a midwestern civilian field to train in late October. Mr. Collins stated he rolled out the "welcome mat" and has high hopes to host the famous parachute team in October.

As discussed in Executive Session and in regard to Air Evac Lifeteam Joint Base Jefferson, Motion was made by Commissioner Lipps and seconded by Commissioner Ancona to approve a Phase I Environmental Survey with a Not-to-Exceed cost of \$6000. Upon roll call vote, all were in favor.

There being no further items from Executive Session, no additional Other Business items, and no extra 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

Tuesday, September 13, 2022

*Air Evac Joint Base Jefferson* – Mr. Collins presented requests for advice from the airport’s Engineering Consultant, Architect, and Legal Counsel after his counterpart at Air Evac let him know Air Evac Legal is holding firm on their liability language (environmental). The Air Evac language is included after the request for advice e-mail. See Brian Edmison’s and Barry Stolz’s replies on the page marked with “Replies”. Mr. Collins has had yet to hear an updated reply from Legal Counsel Scott Quinn, although his thoughts written in an earlier reply (also included) probably will not change. As for Mr. Collins advice e-mail dated September 1, 2022, he felt he needed to explain a key component. Mr. Collins contacted Mrs. Christy Crites, Environmental Manager at Crawford, Murphy, and Tilly (CMT), a few weeks ago and asked her advice. CMT is definitely a “third party” in this instance. Christy is a dear friend from Mr. Collins’ college days and since this is her specialty – he trusts her wisdom. She indicated a simple project consisting of soil sampling at the deepest part of the site (in this case where the grease/water interceptor would be installed), would provide another level of liability “insulation” to the airport. Of course, this would only be worthwhile if nothing is detected. Mr. Collins then explained that Brian Edmison seems to be ok with the Air Evac language. His acceptance is based on a Phase I Environmental be completed. Mr. Edmison also recommends Phase I language be included in the Agreement for Air Evac when it leaves (they would then be liable for what was done while they are there). Since Brian Edmison was present, he insisted soil borings were not necessary unless a Phase II Environmental Survey was recommended after the Phase I. He noted this was highly unlikely. Discussion ensued regarding the Air Evac liability language. Mr. Edmison’s interpretation of the language is that it reflects Air Evac wanting no liability/responsibility for only past incidents at the airport. After more debate, the Commissioners and Mr. Collins agreed with Mr. Edmison and will proceed with his directions. Mr. Collins stated Hanson Professional Services charges \$6000 for a Phase I Environmental Survey. He did not have an estimate from CMT. Mr. Edmison believed \$6000 was too expensive and was confident his sources could complete the survey for \$3000 or less. The Commissioners agreed to approve the Phase I for a Not to Exceed cost of \$6000.

Mr. Collis introduced Mr. Ron Brushwitz. Mr. Brushwitz could be the next Certified Flight Instructor (full time employee). Mr. Brushwitz is a professional rotor wing pilot and flies for Kash Helicopter Services during the agricultural season. Mr. Collins stated the next CFI will need to be home grown as the pilot shortage has taken all available instructors and those close to being certificated have opportunities waiting. He mentioned Mr. Brushwitz is available for nine months of the year, is a great communicator, and a great teacher. Mr. Brushwitz thanked the Commissioners for allowing an opportunity to join Team MVN. He noted he is not moving away to chase other opportunities, loves the airport, loves Mt. Vernon, and loves teaching others about aviation. Mr. Brushwitz has nearly 25 years and thousands of hours of aviation experience. Mr. Collins mentioned the student count and Mr. Grafton’s 85% year to date efficiency. This number does not count the students placed on a waiting list, those

referred to other schools (Light Sport), and all future opportunities not realized. The Commissioners agreed it is time to develop the second full time instructor. Mr. Collins stated he would like to develop a plan to march Mr. Brushwitz through the necessary ratings and develop a contract specifying how long Mr. Brushwitz would have to serve the student community. Mr. Brushwitz, CFI Jay Grafton, CFI Steve Willis, and Mr. Collins would develop any such plan. The Commissioners directed Mr. Collins to report back next month.