

SPRINGFIELD AIRPORT AUTHORITY

Tuesday, March 20, 2018

REGULAR MEETING MINUTES

The regular meeting of the Board of Commissioners of the Springfield Airport Authority was called to order by Chair Vala at 5:00 p.m. on Tuesday, March 20, 2018, in the Conference Room at the Authority's offices at Abraham Lincoln Capital Airport.

PRESENT: Frank J. Vala, Chair  
Eric Hansen, Commissioner  
Diane Hardwick, Commissioner  
Mike Meyer, Commissioner  
Susan R. Shea, Commissioner  
Mark Kinnaman, Treasurer  
R. Beverly Peters, Secretary  
Jim Lestikow, Attorney  
Mark Hanna, Executive Director  
Ken Boyle, Director of Admin & Finance  
Roger Blickensderfer, Director of Facilities & Maintenance

ABSENT: Herman Bodewes, Vice Chair  
Mike Houston, Commissioner  
Tim Franke, Director of Operations & Public Safety

VISITORS: Jon Ditter, Knight Engineers & Architects

Chair Vala asked for a motion regarding the minutes of the Regular Meeting of February 20, 2018. Commissioner Hardwick made a motion to approve the minutes of the Regular Meeting of February 20, 2018, seconded by Commissioner Hansen and carried with a roll call vote of 5 ayes/0 nays.

Treasurer Kinnaman gave the Treasurer's Report. Director of Finance and Administration, Ken Boyle gave the Comptroller's Report and also presented the Finance Chair Report in the absence of Commissioner Houston.

Chair Vala gave an update on construction projects.

Executive Director Hanna reported on the FBO facilities and general aviation terminal renovation project and financing. Commissioner Meyer made a motion to approve the low construction bid and Alternates 1 and 2 submitted by Halverson Construction in the amount

\$6,740,135.10 and authorize the borrowing of an amount up to \$5,000,000 from Bank of Springfield at a rate of interest of 3.49% for the period of the construction loan, and for a five year term thereafter with debt service payments to be made at a 20 year amortization rate with a rate of 3.49% for the five year period, with the funds to be used for the rehabilitation of FBO complex and capital improvements to Hangars 4, 5 and 6 and authorize the Board Chair to execute documents to award the construction contract and the borrowing of funds, seconded by Commissioner Hansen and carried with a roll call vote of 5 ayes/0 nays.

Commissioner Hardwick reported a decrease in year-to-date passenger activity for this calendar year compared to last year. Mr. Hanna discussed with the Board reasons for the declining passengers.

Commissioner Hardwick reported that fuel sales for the month of February were 128,863 gallons with revenue of \$16,112. The February monthly total matched the previous two fiscal years and early sales reports for March are on the rise.

Attorney Lestikow noted one update to the Open Meetings Act as it pertains to Closed Sessions.

Executive Director Hanna reported that the Authority will have combined under contract and bids received for consideration the end of April for nearly \$14 million in projects including the terminal road relocation, FBO renovation, parking lot expansion, perimeter road rehabilitation and Phase 3 of the terminal modernization project. Mr. Hanna informed the Board that the new ARFF truck has been delivered, a new fuel tank for Jet A has been installed and the relocation of the beacon is in progress. Mr. Hanna also briefly discussed the details of the latest airlines meetings he has had in recent weeks.

Regarding Old Business, discussion ensued about the terms of the Executive Director's employment contract. Commissioner Hansen made a motion to approve Executive Director Employment Contract extension for four years with option for extensions that includes two \$5,000 salary adjustments on employment anniversary date in 2018 and 2019, and authorize the Board

Chair and Secretary to execute and attest the contract document, seconded by Commissioner Hardwick and carried with a roll call vote of 5 ayes/0 nays.

Commissioner Hansen made a motion to adjourn the Regular Meeting, seconded by Commissioner Hardwick and carried with a voice vote of 5 ayes/0 nays.

The meeting adjourned at 6:01 p.m.

---

Frank J, Vala, Chair

---

R. Beverly Peters, Secretary