

## SPRINGFIELD AIRPORT AUTHORITY

Tuesday, October 17, 2017

### REGULAR MEETING MINUTES

The regular meeting of the Board of Commissioners of the Springfield Airport Authority was called to order by Vice Chair Bodewes at 5:01 p.m. on Tuesday, October 19, 2017, in the Conference Room at the Authority's offices at Abraham Lincoln Capital Airport.

PRESENT: Frank J. Vala, Chair  
Herman Bodewes, Vice Chair  
Rod Egizii, Commissioner  
Diane Hardwick, Commissioner  
Mike Houston, Commissioner  
Mike Meyer, 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  
Tim Franke, Director of Operations & Public Safety

ABSENT: Eric Hansen, Commissioner

VISITORS: None

Chair Vala asked for a motion regarding the minutes of the Regular Meeting of September 19, 2017. Commissioner Houston made a motion to approve the minutes of the Regular Meeting of September 10, 2017, seconded by Commissioner Meyer and carried with a roll call vote of 3 ayes/0 nays/3 present (Vala, Hansen, Hardwick).

Treasurer Kinnaman gave the Treasurer's Report, Director of Admin & Finance Ken Boyle gave the Comptroller's Report and Commissioner Houston presented the Finance Chair Report.

Commissioner Houston made a motion to approve to Finance Chair's reports, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Bodewes discussed the new rental rates for a five year lease for the Flight Standards District Office (FSDO). Commissioner Bodewes made a motion to approve the new five (5) year Lease with the FAA for the FSDO Office space and authorize the Board Chair to sign and execute the lease agreement, seconded by Commissioner Houston and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Bodewes asked Executive Director Hanna to give the Board background on the ground lease with Refreshment Services, Inc. being transferred to SCHWIK, LLC, an affiliation with Brandt Consolidated. Commissioner Bodewes made a motion to 1) “Waive the Authority’s Right of First Refusal pursuant to Section 8 of the lease agreement to purchase the hangar”, and 2) “Approve the Assignment and Assumption of the Lease Agreement between the Springfield Airport Authority and Refreshment Services, Inc., to SCHWIK, LLC., effective November 1, 2017, and authorize the Board Chair to sign and execute said document, seconded by Commissioner Houston and carried with a roll call vote of 6 ayes/0 nays.

Attorney Lestikow discussed that in accordance with the Open Meetings Act legal is proposing changes to the current policy. Commissioner Houston made a motion to approve the revised Open Meetings Act Policy and authorize the Board Chair to sign, seconded by Commissioner Meyer and carried with a roll call vote of 6 ayes/0 nays.

The annual Federal Aviation Regulation Part 139 Certification/Safety Inspection was completed in September, The results revealed the airport is currently in full and complete compliance with all the extensive requirements of the FAR Part 139, the Airport Certification Manual/Specification, Aircraft Rescue and Firefighting requirements and the Airport Operating Certificate.

Chair Vala gave an update on the construction projects.

Commissioner Hardwick reported a slight decrease in year-to-date passenger activity for the first ten months of this calendar year compared to last year.

Commissioner Hardwick reported that fuel sales for the month of September were 136,799 gallons with revenue of \$17,919. Monthly gallons dropped sharply following previous fiscal year trends with lower airline fuel sales. Retail jet fuel sales remained steady along with another solid month of military contract sales.

Commissioner Egizii noted that Stellar Aviation, the FBO, hosted a customer appreciation cookout that appeared to be well received and appreciated by the renters and airplane owners.

Attorney Jim Lestikow shared with the Board a copy of the memo legal will be presenting to the Auditors.

Topics discussed by Executive Director Hanna included working with the Great Lakes Chapter AAAE for their 2020 Conference, Abraham Lincoln Heritage Area signage, LRS reception for the LLCC classroom completion, annual TIPS meeting with IDOT, Terminal project next phase, USDOT announced another Small Community Air Service Development Grant (SCASDA) program is available to apply for a grant.

Commissioner Houston made a motion to adjourn the Regular Meeting, seconded by Commissioner Meyer and carried with a roll call vote of 6/ayes and 0/nays.

The meeting adjourned at 6:20 p.m.

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Frank J. Vala, Chair

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R. Beverly Peters, Secretary