

# SPRINGFIELD AIRPORT AUTHORITY

Tuesday, May 19, 2020

## 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, May 19, 2020. Due to restrictions in place regarding COVID-19, the meeting was held by conference call.

PRESENT: Frank J. Vala, Chair \*  
Mike Meyer, Vice Chair \*  
Elizabeth Delheimer, Commissioner \*  
Tim Franke, Commissioner \*  
Dianne Hardwick, Commissioner \*  
Mike Houston, Commissioner \*  
Susan R. Shea, Commissioner \*  
R. Beverly Peters, Secretary \*  
Jim Lestikow, Attorney \*  
Mark Hanna, Executive Director  
Ken Boyle, Director of Admin & Finance  
Roger Blickensderfer, Director of Facilities & Maintenance  
\* Attended via Conference Call

ABSENT: Mark Kinnaman, Treasurer

VISITORS: None

Vice Chair Meyer asked for a motion regarding the minutes of the Regular Meeting of April 21, 2020. Commissioner Houston made a motion to approve the minutes of the Regular Meeting of April 21, 2020, seconded by Commissioner Shea and carried with a roll call vote of 5 ayes/0 nays.

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

Executive Director Hanna reviewed with the Board the proposed FY 2021 Budget including a PowerPoint presentation. Commissioner Houston made a motion to direct and authorize the Executive Director to place the proposed budget on file not later than June 19, 2020, seconded by Commissioner Hardwick and carried with a roll call vote of 7 ayes/0 nays.

Chair Vala gave an update on construction projects.

Chair Vala discussed improvements to Authority owned residential rental property at 2306 Wilbur Road to include replacing the siding, soffit and gutters on the house and garage. Commissioner Shea made a motion to approve the low bid by 4MC Corporation in the amount of \$23,725 and authorize the Executive Director to sign any project agreements/documents and authorize periodic payments to the contractor during construction, seconded by Commissioner Hardwick and carried with a roll call vote of 7 ayes/0 nays.

Chair Vala discussed the Runway 18-36 Removal Wetland Mitigation Agreement which is a regulatory item that needs to be done before the actual construction work can begin. Commissioner Houston made a motion to approve the purchase of wetland mitigation bank credits from Northern IL Wetland, LLC in the amount of \$70,200 and authorize the Executive Director to sign any project agreements/documents necessary to complete this wetland mitigation and make payments as required, seconded by Commissioner Shea and carried with a roll call vote of 7 ayes/0 nays.

Commissioner Hardwick reported a decrease in year-to-date airline passenger activity due to less flights being scheduled on account of the COVID-19 pandemic.

Commissioner Hardwick reported that fuel sales for the month of April were 51,323 gallons with revenue of \$7,287. Airline gallons were down compared to the previous month with the reduction of scheduled airline service. Retail Jet fuel also saw a decrease, but military contract sales helped to buffer some of the decline for April. Avgas sales remained steady. It is the consensus of the Board that these significant reductions are due to severe cutbacks due to the COVID-19 pandemic and many of the stay-at-home and do-not-travel orders that have been implemented nationwide..

Commissioner Shea offered thanks to Staff regarding passengers flying in and out the airport as she has received several calls praising Staff on their services.

Attorney Lestikow reported on the Workplace Transparency Act regarding anti-harassment/anti-discrimination complaints. Commissioner Houston made a motion to adopt the "Anti-Harassment/Anti-Discrimination Policy" as amended and authorize the Board Chair to execute, seconded by Commissioner Shea and carried with a roll call vote of 7 ayes/0 nays.

Executive Director Hanna reported that TSA may provide reimbursement to offset additional cleaning expenses due to COVID-19. Mr. Hanna also reported that runway, perimeter fence, drainage and utility work will be resuming soon; HVAC improvements at the U of I facility were made; utility improvements on various properties around the airport to include demolition of vacant rental properties will be taking place. Mr. Hanna reported that a scheduled conference call with Allegiant Airlines will be made to discuss the end of summer hiatus and future activity. Flights for Allegiant at the end of the May were at 50-60% capacity with 15-40% scheduled for early June advance bookings. Mr. Hanna reported that Staff is working on securing federal dollars for the Runway 18-36 removal project. Mr. Hanna also gave an air service update discussing flight activity for American and United.

Commissioner Hardwick made a motion to adjourn the Regular Meeting.

The meeting adjourned at 6:47 p.m.

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Frank J. Vala, Chair

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R. Beverly Peters, Secretary