

SPRINGFIELD AIRPORT AUTHORITY

Tuesday, September 15, 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, September 15, 2020, in the Conference Room at the Authority's offices at Abraham Lincoln Capital Airport.

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
Mark Kinnaman, Treasurer*
Nancy Bahre, Comptroller
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: None

VISITORS: None

Chair Vala asked for a motion regarding the minutes of the Regular Meeting of August 18, 2020. Commissioner Houston made a motion to approve the minutes of the Regular Meeting of August 18, 2020, seconded by Commissioner Shea and carried with a roll call vote of 7 ayes/0 nays.

Treasurer Kinnaman gave the Treasurer's Report, Comptroller Bahre gave the Comptroller's Report and Commissioner Houston presented the Finance Chair Report.

Commissioner Houston informed the Board that the Authority has received the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association for the 17th consecutive year.

Commissioner Houston recommended a motion approving an employment contract for Deputy Executive Director for Ken Boyle, seconded by Dianne Hardwick. Commissioner Meyer asked for a change in the contract regarding the wording of the evaluation process. After discussion with the Board, the motion was tabled until the Attorney's Report by Commissioner Hardwick, seconded by Commissioner Meyer and carried with a roll call vote of 7 ayes/0 nays.

Commissioner Delheimer discussed the proposed farm lease amendment. Commissioner Delheimer made a motion to approve Amendment #8 to the lease between the Springfield Airport Authority and Ted and Julie Mies for the period March 1, 2021 through February 29, 2028, and authorize the Board Chair to sign, seconded by Commissioner Shea and carried with a roll call vote of 7 ayes/0 nays.

Chair Vala gave an update on the construction projects.

Commissioner Hardwick reported a 48.18% decrease in year-to-date passenger activity compared to last year due to COVID 19.

Commissioner Hardwick reported that fuel sales for the month of August were 86,201 gallons with revenue of \$11,539. Airline and military Jet fuel sales were down compared with the previous month but an increase in retail Jet fuel sales kept overall totals steady.

Commissioner Hardwick gave a slide review providing an update on key metrics regarding Springfield air service from 2016-2019. Executive Director Hanna also gave an air service update regarding Air Wisconsin and United Airlines.

Commissioner Shea reported that Jim Bildilli has submitted an article related to her report from last month regarding the Aircraft Building Education Center to Midwest Flyer Magazine and is hopeful it will be published.

Attorney Lestikow briefed the Board on recommended changes to the Employee Policy Handbook. Commissioner Meyer made a motion to approve the revised Employee Policy Handbook and authorize the Board Chair to sign, seconded by Commissioner Shea and carried with a roll call vote of 7 ayes/0 nays.

Commissioner Hardwick made a motion to take from the table the motion regarding the recommended changes to the contract for the Deputy Executive Director position, seconded by Commissioner Houston and carried with a roll call vote of 7 ayes/0 nays. Attorney Lestikow briefed the Board on the recommended changes to Section V to the Deputy Executive Director contract. Commissioner Houston made a motion to adopt the changes that have been incorporated by legal counsel into Section V of the agreement, seconded by Commissioner Hardwick and carried with a roll call vote of 7 ayes/0 nays. Commissioner Houston made a motion to approve the Deputy Executive Director contract with the amended changes, seconded by Commissioner Hardwick and carried with a roll call vote of 7 ayes/0 nays.

Executive Director Hanna reported that field work for the Authority's audit was completed this week; the Air Combat Museum expansion is scheduled to begin in the coming weeks; LLCC has started classes with three concurrent sessions to accommodate social distancing; FAA certification inspection is scheduled for the first week of October.

Commissioner Houston made a motion to adjourn the Regular Meeting, seconded by Commissioner Hardwick.

The meeting adjourned at 6:20 p.m.

Frank J. Vala, Chair

R. Beverly Peters, Secretary