

**BLOOMINGTON - NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, OCTOBER 13, 2022**

4:30 PM

Consistent with 5 ILCS 120/7(e), the meeting was held in a hybrid fashion, with both physical and virtual attendance. Virtual attendance was via conference call with a call-in number of 712-775-8962 and a conference ID of 156708. The public was also offered the opportunity to submit public comments prior to the meeting, but no later than 2 p.m. on October 13, 2022.

I. Call To Order

Commissioner Sender called the meeting to order at 4:31 p.m. Commissioners Moran, and Groves were present physically. Commissioners Swearingen and Allen were present via telephone. Commissioner Hanson was absent. A quorum was acknowledged. Commissioner Roth joined the meeting physically at 4:42 p.m.

II. Public Comments

There was no public comment.

III. Approval of September Board Meeting Minutes

Commissioner Groves made a motion to approve the September Board Meeting minutes. The motion was seconded by Commissioner Moran and upon a roll call vote, Commissioner Roth – absent, Commissioner Swearingen – aye, Commissioner Moran – aye, Commissioner Groves – aye, Commissioner Allen – aye, Commissioner Hanson – absent and Commissioner Sender, the motion carried.

IV. Old Business

There was no old business.

V. New Business

- A. **Approval of September Financial Statements** – CFO Paulette Hurd reported the General Fund revenue and expenses are trending favorable to budget. The Capital Fund made a few progress payments during the month of September. The CFC fund both revenues and expenses are also trending favorable to budget. PFC revenue for September was up about 8.8% compared to the same time last year.

Commissioner Swearingen made a motion to approve the September Financial statements. The motion was seconded by Commissioner Allen and upon a roll call vote, Commissioner Roth – absent, Commissioner Swearingen – aye, Commissioner Moran – aye, Commissioner Groves – aye, Commissioner Allen – aye, Commissioner Hanson – absent and Commissioner Sender – aye, the motion carried.

- B. Adopt Resolution No. 2022-2, A Resolution Honoring Mr. Brian Paccamonti** – After 20 years of service to the Airport Authority, Mr. Brian Paccamonti is retiring. The members thanked Brian for his service and commitment to the Authority and wished him well in retirement.

Commissioner Allen made a motion to adopt Resolution No. 2022-2, a resolution honoring Mr. Brian Paccamonti. The motion was seconded by Commissioner Swearingen and upon a roll call vote, Commissioner Roth – absent, Commissioner Swearingen – aye, Commissioner Moran – aye, Commissioner Groves – aye, Commissioner Allen – aye, Commissioner Hanson – absent and Commissioner Sender – aye the motion carried.

- C. Adopt Resolution No. 2022-3, A Resolution Authorizing the Renewal of A Line of Credit with Commerce Bank** – Since 2007, the Authority has established a line of credit with Commerce Bank to support the Airport Authority’s capital improvement program and project cash flows while federal and state reimbursements are processed. Once again the Authority did not need to access the line of credit this past year. This line of credit is for up to \$1 million and there is no fee associated with not using it. Per the current banking services agreement, the interest rate for the coming year will be a floating rate equal to the prime rate minus 100 basis points with a 3.5% floor.

Commissioner Groves made a motion to adopt Resolution No. 2022-3, a resolution Authorizing the Renewal of a Line of Credit with Commerce Bank. The motion was seconded by Commissioner Swearingen and upon a roll call vote, Commissioner Roth – aye, Commissioner Swearingen – aye, Commissioner Moran – abstained, Commissioner Groves – aye, Commissioner Allen – aye, Commissioner Hanson – absent and Commissioner Sender – abstained, the motion carried.

- D. Adopt Resolution No. 2022-4, A Resolution Directing the McLean County Clerk and Treasurer to Abate a Certain Amount of Property Tax Revenue Pursuant to an Agreement with State Farm Mutual Automobile Insurance Company** – In 2010, the Authority entered into a tax settlement agreement with State Farm Mutual Automobile Insurance Company. The agreement was renewed in 2015 and again in 2020. The agreement involves all the taxing bodies that State Farm pays property taxes to in McLean County. As part of the agreement, those taxing bodies that see more than a 1% increase in their property tax collection, must abate that back to State Farm. The total value of the abatement for the Authority this year is \$30,324.00, which is below the \$39,000 that was approved by the board last year.

Commissioner Moran made a motion to adopt Resolution No. 2022-4, a resolution Directing the McLean County Clerk and Treasurer to Abate a Certain Amount of Property Tax Revenue Pursuant to an Agreement with State Farm Mutual Automobile Insurance Company. The motion was seconded by Commissioner Allen and upon a roll call vote, Commissioner Roth – abstained, Commissioner Swearingen – aye, Commissioner Moran – aye, Commissioner Groves – aye,

Commissioner Allen – aye, Commissioner Hanson – absent and Commissioner Sender – aye the motion carried.

- E. **Authorize Award of New Telephone Services Lease and Service Agreement** - Airport Staff has been working to identify the best solution for replacing the Authority's telephone system, which is original to the building. This effort involved analyzing the current system, researching options, and administering a competitive RFQ meant to identify the company best positioned to serve the Authority's needs. Nine submittals were received. The price range of all nine proposals was fairly wide. The Authority's current IT consultant, STL (here in Bloomington) assisted with the evaluation process, along with participating in the interviews with the 2 finalists. Having completed this work and being concerned about the price of the preferred vender, Airport Staff went back to complete a second review of the submissions. After which, it was still the unanimous consensus of the selection committee that STL Communications from St. Louis, MO was the vender best suited to provide phone services to the Airport Authority. There is no relation between the local STL and STL Communications.

Commissioner Roth made a motion to authorize the award of a New Telephone Services Lease and Service Agreement with STL Communications from Chesterfield Missouri. The motion was seconded by Commissioner Groves and upon a roll call vote, Commissioner Roth – aye, Commissioner Swearingen – aye, Commissioner Moran – aye, Commissioner Groves – aye, Commissioner Allen – aye, Commissioner Hanson – absent and Commissioner Sender – aye the motion carried.

- F. **Approve Regular Board Meeting Schedule for CY23** – After previous discussions the board meetings for calendar year 2023 will be held on the 3rd Thursday of the month.

Commissioner Roth made a motion to approve the regular board meeting schedule for 2023. The motion was seconded by Commissioner Moran and upon a roll call vote; Commissioner Roth – aye, Commissioner Swearingen – aye, Commissioner Moran – aye, Commissioner Groves – aye, Commissioner Allen – aye, Commissioner Hanson – absent and Commissioner Sender – aye the motion carried.

VI. Staff Reports

- A. **Executive Director's Report** – Carl Olson reported that for the month of September, airline traffic was down 5% compared to September 2021, while year to date traffic is up 16.5% compared to the same period last year. As in the past, September is typically a slower month for both leisure and business travel. Capacity reduction on the Detroit service and the end of seasonal service to Destin also contributed to the reduction. At the same time, Clearwater/St. Pete, Dallas and Chicago, all generated traffic increases. Aviation fuel sales continue to outpace budget projections. Air cargo and aircraft operations were down for the month.

The repaving of the employee parking lot is complete; on budget and on schedule. There were no subsurface issues identified or encountered. Thereby the allowance was not needed.

The pavement study and analysis of Runway 11/29 is underway. CMT and their subconsultants have been on site doing an analysis and nondestructive testing of the pavement and the subsurface conditions. The work is on schedule with an anticipated March completion date.

The newest high-speed broom has been delivered, accepted and is ready for the snow season. The broom was supposed to be delivered last summer but supply chain issues delayed the delivery. There are 2 pieces still remaining that need to be delivered. Staff is being told that it could be spring of 2023 before they arrive.

- B. Deputy Director of Operations and Facilities** – Mr. Javier Centeno shared the Primary Airport of the Year award with the members. This was presented to the Airport Authority by the Illinois Division of Aeronautics during the recent Illinois Public Airports Association meeting in September.

As a result of Mr. Paccamonti's retirement, Staff started to look for a new supervisor. 6 candidates replied to the ad that was placed. All 6 were interviewed by the committee, with Mr. Mark Cohenour being the candidate for the job. Mr. Cohenour has been with the Authority for 23 years. He brings a lot of knowledge of all the systems at the airport.

Mr. Centeno also welcomed Mr. Michal Junik as the new Operations Supervisor. Mr. Junik started his career here at CIRA as an operations specialist and then moved on to Madison WI for 4 years. He is excited to be back at CIRA.

Staff has been getting ready for the snow season. All the equipment is ready. A pre-season snow meeting with all of the airfield tenants will be held in the coming weeks.

As part of the airport's regulatory compliance, a wildlife hazard management plan is required. Wildlife management on airport property is one of the Authority's top priorities and our efforts are assisted by wildlife biologists from the USDA. Mr. Scott Beckerman, Mr. Craig Bloomquist and Mr. Derek Blaken were present to share with the members what they do to help the Authority with wildlife.

VII. Commissioner Comments

The members thanked Allison for her time as the Authority's receptionist. Commissioner Groves thanked/congratulated Carl and his staff for the Primary Airport Award.

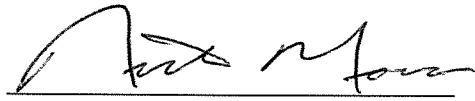
VIII. Executive Session

At 5:25 p.m. Commissioner Groves made a motion to recess for a couple of minutes and reconvene in Executive Session under 5 ILCS, Section 120/2 (c)(11) pending litigation. The motion was seconded by Commissioner Roth and upon a unanimous vote, the motion carried.

IX. Adjournment

At 5:36 p.m. the Board reconvened in regular session. Present were Commissioners Roth, Moran, Groves and Sender. On the phone were Commissioners Allen, and Swearingen. There being no other

business to come before the Board, upon a motion being made, seconded and approved, the October 13, 2022 meeting of the Bloomington-Normal Airport Authority adjourned at 5:37 p.m.



Secretary

11/10/22

Date