

VERMILION REGIONAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
Board Meeting Minutes August 20, 2024

Regular Meeting:

Agenda Item 1 – Call to Order

Chairperson Camarata called the August 20, 2024, meeting to order at 4:00PM

Agenda Item 2 – Roll Call

Upon roll call, the following commissioners were present: Gardner Peck, George Camarata, Steve Foster, and Liz Sookarry and Mike Vadeboncoeur was present. Manager Tess Cook, Office Manager Tracy Van Duyn were also present

Agenda Item 3 – Adoption or Amendment of Agenda – Action Item

Motion by L. Sookarry to accept the agenda, seconded by M. Vadeboncoeur. All answered in favor, motion passed by acclamation. 5-0.

Agenda Item 4 – Audience Comments

Paul Shannon, member of the Flight Club asked the Board to let the Flight Club remain in their current hangar (#41) at no cost for the upcoming year (2025). Main reason was to save the money for repairs needed to the engine of plane.

Agenda Item 5 – Approval of Minutes – Action Item

- Special Meeting Minutes for July 9, 2024. Motion by S. Foster to approve the minutes seconded by L. Sookarry. All answered in favor, motion passed by acclamation. 5-0.
- Regular Meeting Minutes for July 16, 2024. Motion by G. Peck to approve the regular minutes seconded by M. Vadeboncoeur. All answered in favor, motion passed by acclamation. 5-0

Agenda Item 6 – Financials / FBO Report – Action Item

L. Sookarry stated she had reviewed all financials to the commissioners. G. Camarata made a motion to approve July payroll and payables, including: the monthly check report, balance sheet, current P&L, P&L Previous Year Comparison, seconded by M. Vadeboncoeur. Roll call – 5-0, motion passed.

Agenda Item 7 – Budget Revised 2024 – Possible Action Items

The proposed revised budget was approved by the VRAA Board. Motion by S. Foster, seconded by G. Camarata. Roll call – 5-0, motion passed.

Agenda Item 8 – Executive #16 Assignment – Possible Action Items

The Board approved the transfer of assignment for hangar #16 to go to Kevin Davis. Motion by M. Vadeboncoeur, seconded by S. Foster. Roll call – 5-0, motion passed.

Agenda Item 9 – CMT Presentation (Eric Hills) – Possible Action Items

The presentation was to make the Board aware that any future projects with CMT would require a contract because IDOT was so behind in their processing it leaves CMT with no security for the project to be completed. – No action required.

Agenda Item 10 – Tree Mitigation Project – Action Items

3 bids for the tree mitigation were opened by G. Camarata. Atwood's Inc. was the one chosen to complete for the quoted amount of \$9,200.00. Motion by M. Vadeboncoeur, seconded by G. Camarata. Roll call – 5-0, motion passed.

Agenda Item 11 – Manager's Report – Action Items

- a. Airport Code Chapters 2 and 3 – Needed revisions – will be resubmitted in a future meeting.
- b. Airport Code Chapters 1, 8, and 9 were approved by the Board. Motion by G. Peck to approve seconded by M. Vadeboncoeur. All answered in favor, motion passed by acclamation. 5-0
- c. Motion Information Subscription was approved for a 1-year subscription and to revisit if still needed when renews August 2025. Motion by G. Camarata to approve seconded by L. Sookarry. All answered in favor, motion passed by acclamation. 5-0
- d. Fuel Farm Sump – The Board approved the needed repairs to the fuel farm for the quoted amount of \$4,850.00. Motion by G. Camarata, seconded by L. Sookarry. Roll call – 4-0, motion passed. M. Vadeboncoeur abstained from the vote.
- e. Roofing quotes – Board decided to re-visit any roof repairs for the 2025 budget year.
- f. Trunk or Treat. - \$5,000.00 dollars was the approved amount to spend on this event. Motion by G. Camarata, seconded by G. Peck. Roll call – 5-0, motion passed.

Agenda Item 12 – Executive Session

The VRAA Board entered Executive Session @ 5:48pm. Upon roll call, the following commissioners were present: Gardner Peck, George Camarata, Steve Foster, Liz Sookarry, and Mike Vadeboncoeur. Also, Tess Cook (Airport Manager) and Tracy Van Duyn (Office Manager).

- c) Open Meetings Act 5ILCS 120/2 (1) (c-d) Appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or Legal &/or other consulting service for the public body.

Agenda Item 1– Returned to Public Session

The Board returned to public session at 6:01pm. The board made the decision to change the Maintenance Crew's work hours from 6:00am – 2:00pm to 8:00am – 4:30pm. With the effective date 8/26/2024. Motion by G. Camarata, seconded by S. Foster. Roll call – 5-0, motion passed.

Agenda Item 10– Commissioners Comments

None.

Agenda Item 13 – Adjournment

Motion by G. Camarata was made to adjourn, seconded by L. Sookarry All answered in favor, motion passed by acclamation. Roll call - 5-0, motion passed. – Meeting adjourned at 6:02pm.

