

**MONROE COUNTY BOARD OF  
AVIATION COMMISSIONERS  
REGULAR SESSION**

**DATE:** March 21, 2017  
**TIME:** 0800 hours  
**PLACE:** Airport Terminal Building

**MEMBERS:**

*Mr. Ken Ritchie, Vice-President*  
*Mr. Gene DeVane, Secretary*  
*Mr. Patrick Murphy, Treasurer*

**OTHERS PRESENT:**

*Mrs. Rebecca Borden, Airport*  
*Mr. Bobbie Burke Jr., BMG Aviation*  
*Mr. Bobbie Burke Sr., BMG Aviation*  
*Mr. Jeff Cockerill, Monroe County Legal Department*  
*Mrs. Amy Gharst, Airport Administrative Assistant*  
*Mr. Gerry Harkin, EAA650*  
*Mr. Rex Hinkle, Cook Aviation*  
*Mrs. Nancy Johnson, Airport Secretary*  
*Mrs. Iris Kiesling, Monroe County Citizen*  
*Mr. Josh Lankford, ATCT Manager*  
*Mr. Geoff McKim, Monroe County Council*  
*Mr. Bruce Payton, Airport Director*  
*Mr. Joe Worley, Hanson Professional Services*

Mr. Ritchie called the meeting to order at 0805 hours and requested review and approval of the January 2017 minutes. Mr. Murphy moved to approve the minutes as presented, Mr. DeVane seconded the motion; unanimously approved.

**Farm Contract Update:**

Mr. Payton gave a recap on the farm contract. He stated he has contacted Mr. Jeremy Bright on multiple occasions regarding the airport's concerns. Mr. Bright's offer to pay the total rent due for 2017 by February 1 was not honored because the check was rejected by the bank for Non-Sufficient Funds. After numerous discussions, Mr. Bright stated he needed more time, and the funds would be ready from the lender by March 15, 2017. Mr. Payton informed Mr. Bright the payment had to be made by cashier's check.

Mr. Cockerill and Mr. Payton met with Mr. Bright around March 1. Mr. Bright was told to produce a letter from the lender stating the payment would be made by April 1, 2017. Following

that meeting, the airport received a letter from Mr. Bright's attorney disputing Mr. Bright's requirement to pay before April 1<sup>st</sup>; therefore, he was not in breach of contract. Mr. Ritchie commented that Mr. Bright chose to make payment early and then did so with a check with NSF. Mrs. Gharst noted April 1<sup>st</sup> is on Saturday this year, therefore, should Mr. Bright be given until the next work day being Monday April 3<sup>rd</sup>; Mr. Murphy agreed we should do that. Mr. DeVane questioned if he pays in the spring but can't pay his fall installment, does the airport harvest the crops? Mr. Payton suggested that we do a crop lien, to protect the airport.

Mr. Payton stated that he anticipated this might happen and has already advertised for the farmland auction. The advertisement will run for the next two consecutive weeks and should Mr. Bright not meet the contract deadline, we can hold the auction with no additional delay. He noted at this time, there are 10 farmers interested in bidding on the airport farm ground. If Mr. Bright does not meet the deadline, the auction will be on April 5<sup>th</sup> at 1PM, otherwise the BOAC has the right to cancel the auction.

#### **Financial Report Amendments:**

Mr. Payton stated the February reports from the Auditor's Office were \$15K different than our records. Mrs. Gharst noted the reports balanced at the end of December and January. Upon inquiring, Mrs. Gharst learned the new accounting program Monroe County implemented in October paid the Fringe Benefits out of the wrong accounts; the correction date was made in February and dated December 31, 2016 by the Auditor.

Mrs. Gharst reported this discrepancy to Mr. Payton who in turn called Mr. Cockerill and Mr. Michael Flory in the County Council. Mr. Flory was aware and agreed with this correction. Mr. Payton stated he wanted this change reported at a public meeting because it was deducted from the Airport's Aviation General Fund after the Annual Report. He has asked for a complete explanation and proper documentation should this be addressed in future audits. The Auditor's Office stated there will be a file made with a complete paper trail of the changes in yearend balance.

#### **City of Bloomington Annexation:**

Mr. Geoff McKim opened a discussion regarding the proposed annexation and what impact the annexation could have on county taxes. During the discussion, he noted Van Buren Fire Department could lose \$1M in taxes revenue on their 2.4M budget. This would likely mean a cut in full time fire fighters. Mr. Payton stated he received a call from Dr. Pugh wanting to make certain we clarify the importance of that fire department to the airport; and perhaps the Board or Mr. Payton meet with the Mayor.

Mr. Murphy suggested a meeting as stated should be coordinated with the County as part of their response rather than individual responses. Mr. Payton provided an explanation to the Board of the responsibilities of the airport and fire department in response to an aircraft accident, and distinguished between the FAA Part 139 and General Aviation aircraft. Mr. Cockerill told the Board of the County's unified response and invited Mr. Payton to attend a meeting to discuss the impact this annexation will have on the county. He noted there are meetings until the end of May for citizens to let the city know how they feel about the annexation.

**NEW BUSINESS:**

Mr. Payton reported the Aircraft Rescue and Firefighting recurrent training of the airport maintenance personnel is the last week in March and the FAA Airport Certification Inspection is the first week of April. Mr. Patricio Virgilli is the new Airport Certification Inspector and will be inspecting all of the airport's policies and procedures regarding FAA regulations and airfield operations. This is a very rigorous inspection that will cover roughly three days.

Mr. Payton briefed the Board on two FAA construction projects. He noted the FAA Instrument Landing System (ILS) will be replaced beginning the first week of April and should last about two weeks. Then, anticipated in June or July (actual date not confirmed yet), the FAA will close the primary runway for two weeks to allow complete replacement of the approach lighting system (MALSR). After opening, it will be necessary for two weeks of runway closure overnight while contractors are working within the runway safety areas.

Mr. Payton and Mr. Josh Lankford, have been included in the planning of the projects. Mr. Payton noted this project is coordinated with all intensions of completion by the start of football season to not impact the Part 139 Charter Flights. He stated there is no expense to the airport.

Mr. Payton briefed the Board on a recent meeting at the Chicago District Office of the Federal Aviation Administration. The new administration in Washington has asked for 2018 budget cuts of 15% cut in FAA, they have no idea yet this impact this will have on grants and the cost share program.

**OLD BUSINESS:**

Mr. Payton stated that he and Mr. Worley have met to discuss the Phase II Fence Skirting; the contractor has requested to delay until the spring rains have ended we have consistent weather. This will reduce costs to the contractor and will have no adverse impact on the airport.

Mr. Payton provided and update on the Snow Removal Truck noting the deadline for delivery has passed. He received notification in February asking for an extension and delivery should be by the first of April. The bidder explained was a problem with the chassis not being long enough to accommodate the all-wheel drive that is required. Mr. Ritchie asked if contractor could train our personnel or provide something which would save the airport any expense in lieu of charging the contractor for liquidated damages. Mr. Payton noted we would look into that option.

Mr. Cockerill provided an update on the land purchase, the bond anticipation note, and the timeline in which we expect this to be complete.

Mr. Ritchie requested an Executive Session for next month.

**PUBLIC COMMENT:**

There being no comment and no further business to discuss, the meeting adjourned at 0916 hours. The next meeting is April 18, 2017 at 0800 hours.

*Bruce Payton, Airport Director*