

CHAPTER 2

AIRPORT REGULATIONS

ARTICLE I – DEFINITIONS

**2-1-1 DEFINITIONS.** The following words and phrases, whenever used in these Rules and Regulations, shall be construed as defined in this Article unless from the context a different meaning is intended, or unless a different meaning is specifically defined and more particularly ascribed to the use of such words or phrases. All definitions contained in 49 U.S.C. § 40101 *et seq.* (previously known as the Federal Aviation Act of 1958, hereinafter cited as “FAA Act”) and all amendments thereto shall be considered as included herein; and all definitions shall be interpreted on the basis and intention of the FAA Act and amendments thereto unless from the context a different meaning is intended, or unless a different meaning is specifically defined and more particularly ascribed to the use of such words or phrases.

**“Abandon”** as applied to property left at the Airport, means that it has been left on Airport property or the property of another without consent of the Airport for **forty-eight (48) hours** without the owner moving or claiming it. Such property shall be impounded by the St. Clair County Sheriff’s Department.

**“Aeronautical Activity”** means any activity or service which involves, makes possible, or is required for the operation of aircraft, or contributes to, or is required for, the safety of such operations. “Aeronautical activities” include, but are not limited to, charter operations (under either Federal Aviation Regulation (FAR) Part 121 or 135), charter brokerage, aircraft hangar leasing, pilot training, aircraft rental and sight-seeing, aerial photography, crop dusting, fire suppression, aerial advertising and surveying, aircraft sales, leasing and servicing, aircraft management, and sale of aviation petroleum products, whether or not conducted in conjunction with other included activities which have a direct relationship to the operation of aircraft, repair and maintenance of aircraft, sale of general aviation aircraft parts, and any other activities which because of their relationship to the operation of aircraft can appropriately be regarded as an “aeronautical activity”.

**“Air Carrier”** shall mean any airline, organization, company, agency, or other entity operating scheduled or unscheduled Aircraft at the Airport for commercial purposes.

**“Air Operations Area” (“AOA”)** shall mean any area of the Airport used or intended to be used for landing, takeoff or the surface maneuvering of aircraft, and contiguous areas delineated for the protection of such activities.

**“Air Traffic Control Tower”** shall mean the Air Traffic Control Facility located at the Airport.

**“Aircraft”** shall mean any contrivance now known or hereafter designed, invented, or used for powered or non-powered flight in the air.

**“Airport”** shall mean MidAmerica Airport, St. Clair County, Illinois including all of the County-owned or leased real or personal property comprising MidAmerica Airport as it now exists or as may hereafter be expanded or developed.

**“Airport Administration”** shall mean the Airport Director or the director’s authorized representative(s) who has responsibility for the daily operation of the Airport.

**“Airport Authority”** shall mean the St. Clair County Public Building Commission.

**“Airside”** means the area of the Airport that is either contained within the Airport perimeter fence, or which requires access through a building located on or adjacent to Airport property, or which requires access through a controlled Airport access point.

**“Apron” or “Ramp”** shall mean those areas of the Airport within the AOA designated for the loading, unloading, servicing, or parking of aircraft.

**“Certified Maximum Gross Landing Weight”** shall mean the maximum allowable gross landing weight of such type aircraft, as determined by the Federal Aviation Administration or other governmental agency having jurisdiction.

**“Commercial Activity”** means the conduct of any aspect of a business, concession or service in order to provide goods or services to any person for compensation. An activity is considered commercial activity regardless of whether the business is nonprofit, charitable, or tax-exempt.

**“Commercial Ground Transportation”** shall mean any enterprise or person engaged in any type of commercial activity involving ground transportation service.

**“Commercial Vehicle”** shall mean any vehicle other than a private vehicle.

**“Comprehensive Airport Security Plan” or “CASP”** shall mean the security plan for the Airport required by Federal Aviation Regulation Part 107.

**“Courtesy Vehicle”** shall mean a permitted Commercial Vehicle less than **twenty-five (25) feet** in length, operated by an off-airport operator, carrying pre-reserved customers from the Airport to points or places off the Airport and shall include but not be limited to the following different classifications; hotel/motel shuttle vehicle, limousine, taxicab, rent-a-car shuttle vehicle, or parking shuttle vehicle.

**"Cruising"** shall mean the operation of any commercial vehicle on Air Terminal Drive or other Airport roadway without a valid reservation for a pre-reserved customer for the time and place of said operation.

**"Director"** shall mean the Director of MidAmerica Airport or his or her designee.

**"Director's Authorized Representative"** shall mean such person or persons capable, responsible, and authorized to perform certain duties on behalf of, and as designated by, the Airport Director.

**"FAA"** means the Federal Aviation Administration.

**"Fuel Handling"** shall mean the transportation, delivery, fueling, and draining of fuel or fuel waste products and fueling of aircraft or vehicles.

**"Hazardous Material"** means any hazardous or toxic substance, waste or material:

(A) the presence of which requires investigation, removal and/or remediation under any federal, state or local statute, regulation ordinance, order, action, policy or common law.

(B) which is or becomes subject to regulation under any federal, state or local statute, regulation, rule or ordinance or amendments thereto including, without limitation, the Illinois Environmental Protection Act **415 ILCS Sec. 5/1 et seq.**, the Resource Conservation and Recovery Act, 42 U.S.C. § 6901, *et seq.*, the Toxic Substances Control Act, 15 U.S.C. § 2601, *et seq.*, and the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9601 *et seq.*; or

(C) which is toxic, explosive, corrosive, flammable, infectious, radioactive, carcinogenic, mutagenic, teratogenic, or otherwise hazardous, and is or becomes regulated by any governmental authority, agency, department, commission, board, agency or instrumentality of the United States, the State of Illinois or any political subdivision thereof.

**"Landside"** means the general public common uses areas of the Airport such as public roadways, parking lots and buildings which are not contained in the airside area, including the central passenger terminal building housing passenger circulation to and from flights, parking, ground transportation, passenger ticketing, baggage claim, and other related activities at the Airport.

**"Leafletting"** shall mean the repetitive or continuous distribution of printed or written material.

**"Minimum Standards for Commercial Activities"** shall mean those standards which the Airport Administration and St. Clair County have adopted as the minimums for specific commercial activities on the Airport.

**“Motor Vehicle”** shall mean a self-propelled device in, upon, or by which a person or property may be transported, carried, or otherwise moved, except aircraft or devices moved exclusively upon stationary rails.

**“Movement Area”** shall mean the runways, taxiways, and other areas of the Airport which require permission from air traffic control prior to entering. The designation of movement areas shall apply at all times including hours when the Airport traffic control tower is closed.

**“Newsrack”** shall mean any machine or device by means of which newspapers or other published materials are sold or distributed.

**“NFPA”** shall mean National Fire Protection Association.

**“Non-Movement Area”** shall mean those areas of the Airport where aircraft taxi, or are towed or pushed without radio contact with the Air Traffic Control Tower or with other aircraft. These areas are usually confined to those areas immediately adjacent to hangars, shops, terminal buildings and other structures.

**“Non-Commercial Activity”** shall mean activities undertaken not for profit but for philanthropic, religious, charitable, benevolent, humane, public interest, or similar purpose.

**“Operating Directives”** shall mean those standards which the Airport Administration and St. Clair County have adopted to govern specific types of operational activities.

**“Operator”** shall mean all persons conducting or intending to conduct commercial aeronautical services or activities at the Airport and shall include, without limitation, the following: (1) operations by an air carrier not currently holding a formal agreement with the Airport; (2) operation of an air service for transportation of freight, express, or passengers or charter service; and (3) all scheduled operations, as further defined in this Section.

**“Park”** shall mean to put or leave or let a motor vehicle or aircraft stand or stop in any location whether the operator thereof leaves or remains in such vehicle or aircraft when such standing or stopping is not required by traffic controls or conditions beyond the control of the operator.

**“Person”** shall mean any individual, firm, partnership, corporation, company, association, any group acting as a unit, any body politic; and also includes any trustee, receiver, committee, assignee, or other representative or employee thereof.

**“Pre-Reserved Customer”** shall mean a passenger who specifically requests service from a certain operator or has a reservation for ground transportation service made prior to the transporting vehicle's entry onto the Airport roadways.

**"Picketing"** shall mean participating in a picket line as a picket or taking part in any labor or other form of demonstration or protest.

**"Private Vehicle"** shall mean a vehicle transporting persons or property for which no charge is paid directly or indirectly by the passenger or by any other entity. In no instance shall a Courtesy Vehicle be considered as a Private Vehicle.

**"Ramp" or "Apron"** shall mean those areas of the Airport within the AOA designated for the loading, unloading, servicing, or parking of aircraft.

**"Restricted Area"** shall mean any area of the Airport designated to prohibit entry or to limit entry or access to specifically authorized persons.

**"Scheduled Operations"** shall mean all operations of aircraft by a duly licensed air carrier holding a formal operating agreement with the Airport.

**"Secured Areas"** shall mean any area of the Airport as identified in the Comprehensive Airport Security Plan (CASP) requiring security access procedures consistent with Federal Aviation Regulations.

**"Solicitation" or "To Solicit"** shall mean to directly or indirectly, actively or passively, openly or subtly, ask orally, in writing or otherwise, (or endeavor to obtain by asking), implore, plead for, seek, or try to obtain.

**"Sterile Area"** means the area of an Airport to which access is controlled by the inspection of persons and property in accordance with federally approved security programs.

**"Vehicle"** shall mean a device in, upon or by which a person or property may be propelled, moved or drawn, including a device moved by human or animal power, except aircraft or devices moved exclusively upon stationary rails or tracks.

**ARTICLE II – GENERAL REGULATIONS**

**2-2-1 PURPOSE OF RULES AND REGULATIONS.** Rules and Regulations provided in this Chapter and all amendments thereto (hereinafter referred to as “regulations”), adopted pursuant to the St. Clair County Revised Code are intended for the safe, orderly and efficient operation of the Airport, and apply to all persons and entities using the Airport for any reason.

**2-2-2 CONFLICTING LAWS, ORDINANCES, REGULATIONS AND CONTRACTS.**

(A) In any case where a provision of these Rules and Regulations is found to be in conflict with any other provision of these Rules and Regulations adopted hereunder or in conflict with a provision of any zoning, building, fire, safety, health or other ordinance, code, rule, or regulation of St. Clair County, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail.

(B) In cases where **two (2)** or more provisions of these Rules and Regulations are in conflict, the most stringent or restrictive shall prevail.

(C) It is not intended by these Rules and Regulations to repeal, abrogate, annul, or in any way impair or interfere with existing provisions of other laws, ordinances, codes, rules or regulations except those specifically repealed by these Rules and Regulations, or to excuse any person from performing obligations to St. Clair County under any lease or other contract.

(D) No existing or future county contract, lease agreement or other contractual arrangement, nor any payment or performance thereunder, shall excuse full and complete compliance with these Rules and Regulations. Compliance with these Rules and Regulations shall not excuse full and complete compliance with any obligations to St. Clair County under any existing or future contract, lease, agreement, or other contractual arrangement.

(E) Compliance with these Rules and Regulations does not excuse failure to comply with any other law.

**2-2-3 RESPONSIBLE PARTY.** Any person accessing the Airport shall be responsible for their actions and all actions of any person to whom they provide access, whether directly or indirectly.

**2-2-4 COMPLIANCE WITH APPLICABLE LAWS, ORDINANCES, AND RULES AND REGULATIONS.**

(A) All persons, including employees, users, customers, and visitors are expected to comply with Federal law, State and local law, county ordinances and the provisions of these Airport Rules and Regulations. The Airport Director is hereby officially

empowered by St. Clair County to enforce appropriate laws, ordinances and these Airport Rules and Regulations and to utilize the St. Clair County Sheriff's Department, the City of Mascoutah Police Department and/or other law enforcement officers to whom the Director has designated enforcement powers, for aide in enforcement.

(B) MidAmerica Airport is authorized and protected by the power vested in St. Clair County regarding enforcement of criminal laws and civil remedies (removal from the Airport, surrender of Airport-issued identification badges, civil fines, etc.)

(C) Compliance is based on a reasonable sense of cooperation by persons using the Airport. In some cases, people who are not complying with the Airport Rules and Regulations simply need an explanation, verbal reminder, or written request explaining the policies herein and the need to comply with the established Airport Rules and Regulations. General assistance in maintaining compliance with the Airport Rules and Regulations is available from the Airport Administration.

(D) Any use of the Airport, directly or indirectly, expressly, or by implication or otherwise, is conditioned upon strict compliance with the Rules and Regulations of the Airport Administration.

(E) Any permission granted by the Airport Administration under these Rules and Regulations is conditioned upon the payment of any and all applicable fees and charges established by the Airport Administration.

**2-2-5 ST. CLAIR COUNTY CODE.** All applicable provisions of the St. Clair County Code of Ordinances now in existence or hereafter promulgated, and not in conflict herewith, are hereby adopted by reference as part of the Rules and Regulations of the Airport.

**2-2-6 OTHER LAWS.** All applicable provisions of the laws of the State of Illinois and of the United States of America now in existence or hereafter promulgated and not in conflict with these Rules and Regulations are hereby adopted by reference as part of the Rules and Regulations of the Airport.

**2-2-7 MINIMUM STANDARDS FOR COMMERCIAL ACTIVITIES.** Prior to commencing any aeronautical or commercial activities at the Airport, all persons shall comply with all applicable requirements concerning such activities as are set forth in the MidAmerica Airport Minimum Standards for Commercial Activities.

**2-2-8 SECURITY, RESTRICTED AREAS, MOVEMENT AREAS AND AIR OPERATIONS AREAS.**

(A) Except as otherwise provided herein, no person may, without the prior written authorization of the Airport Administration, enter the Air Operations Area (AOA), Movement Area, Secured Areas, or any Restricted Area on the Airport except:

- (1) Flight crews, aircraft service and maintenance technicians, Federal Aviation Administration (FAA) personnel, Aircraft Rescue and Fire Fighting personnel and other persons assigned to duty thereon and entering in accordance with security clearance pursuant to the security program established or authorized by the Airport Administration.
- (2) Passengers who, under appropriate supervision, enter upon the aircraft for the purposes of enplaning or deplaning an aircraft.

(B) Aircraft requiring the presence of security guards or police officers must coordinate this requirement with the Airport Director. When the condition or mission of an aircraft requires security guards or police, the owner of the aircraft is ultimately responsible for obtaining and paying for security service personnel.

(C) Tenants are responsible for the security of all aircraft and other private property entrusted to their care on the AOA or other locations on their Airport tenant-leased areas of responsibility.

(D) Tenants and tenant employees are responsible for safeguarding doors, gates, and other forms of passageways between the AOA and the landside of the Airport.

(E) A breach in security caused by a tenant or tenant employee that results in an FAA or Airport Administration finding of negligence will be cause to review, fine, and possibly cancel or limit tenant access to the AOA.

**2-2-9 OPERATING PROCEDURES, EMERGENCY PROCEDURES AND DIRECTIVES.** The Airport Director is the key individual with the responsibility and authority for administering these Rules and Regulations. Written Operating Directives issued by the Airport Director from time to time shall be considered as addenda to and have the full force and effect of these Rules and Regulations.

(A) When an emergency exists at the Airport, the Airport Director and his/her authorized designee shall be empowered to take that action which within his/her discretion and judgment is necessary or desirable to protect the health, welfare, and safety of persons and property and to facilitate the operation of the Airport.

(B) During such an emergency, the Airport Director or his/her authorized designee may suspend these Rules and Regulations, or any part of them, at his/her discretion and judgment and he/she may in addition issue such oral orders, Rules and Regulations as may be necessary.

(C) The Airport Director shall at all times have authority to take such reasonable action as may be necessary for the proper handling of the conduct and management of the public in attendance at the Airport.

**2-2-10 COMMERCIAL ACTIVITY.** No person shall occupy or rent space and no person shall carry on any business, commercial enterprise, or activity, or other form of revenue-producing activity on the Airport property without first obtaining a written contract, permit, or other form of written authorization therefor from the Airport Administration.



**2-2-11 ADVERTISING AND DISPLAY COMMERCIAL SPEECH.** No person, for a commercial purpose, shall post, distribute, or display signs, advertisements, circulars, pictures, sketches, drawings, or engage in other forms of commercial speech without first complying with **Section 2-2-10**.

**2-2-12 COMMERCIAL PHOTOGRAPHY.**

(A) No person shall take still, motion, sound motion pictures, sound records or recordings, or video recordings, on the Airport property for commercial purposes without first obtaining written permission from the Airport Director in a manner permitted under these Rules and Regulations and in compliance with the Operating Directives; however, this regulation does not apply to bona fide coverage by the news media conducting their business in authorized areas and in accordance with the Operating Directives.

(B) All media and other persons engaged in commercial photography shall be escorted by an authorized representative of the Director in the event that permission is granted for access to any Restricted Area, Secured Area, Air Operations Area, or Movement Area.

**2-2-13 POLLS, QUESTIONNAIRES AND SURVEYS.** No person shall conduct any polls, questionnaires, or surveys on the Airport without first obtaining written permission from the Director.

**ARTICLE III – PERSONAL CONDUCT**

**2-3-1 COMPLIANCE WITH SIGNS.** All persons shall observe and obey all posted signs, including but not limited to vehicle and pedestrian traffic control, no smoking, and shall serve and obey all posted signs, fences, and barricades prohibiting entry upon the Airport Operations Area (AOA), Movement Areas, Secured Areas, or Restricted Areas.

**2-3-2 USE AND ENJOYMENT OF AIRPORT PREMISES.**

(A) No person(s) singularly or in association with others shall by his, her, or their conduct or by congregating with others, prevent any other person or persons lawfully entitled thereto from the use and enjoyment of the Airport and its facilities or any part thereof, or prevent any other person or persons lawfully entitled thereto from passage from place to place, or through entrances, exits or passageways on the Airport.

(B) It shall be unlawful for any person to remain in or on any public area, place, or facility at the Airport, in such a manner as to hinder or impede the orderly passage in or through or the normal or customary use of such area, place or facility by persons or vehicles entitled to such passage or use.

**2-3-3 ENVIRONMENTAL POLLUTION AND SANITATION.** To the maximum extent possible, each person while on Airport property shall conduct his or her activities thereon in such a manner as not to cause littering or any form of environmental pollution.

(A) All Airport tenants, or visitors shall dispose of all waste in the appropriate waste containers. Types of waste containers and their locations shall be designated by the Airport Director and no other containers or areas shall be used. Containers for recyclable materials shall be used in strict accordance with the rules posted for such use. No petroleum products, industrial waste matter or other hazardous materials shall be dumped or otherwise disposed of except in accordance with local, county, state and federal law, including, but not limited to the Illinois Environmental Protection Act, **415 ILCS Sec. 5/1, et seq.**, the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 *et seq.*, the Toxic Substances Control Act, 15 U.S.C. § 2601 *et seq.* Any hazardous material shall be the responsibility of the originator under all applicable law.

(B) No person shall use a restroom, toilet, or lavatory facility at the Airport other than in a clean and sanitary manner or for purposes other than those for which such facilities are commonly used.

(C) Any solid or liquid material which may be spilled at the Airport shall immediately be cleaned up by the person responsible for such spillage and reported immediately to the Authority. Clean up shall be in conformity with **Section 2-3-3(A)** above. In the event of failure, inability or refusal to clean up, the Airport Director shall clean up and assess cost to the responsible party. However, fuel spillage shall be handled according to the provisions of these rules pertaining to fuel spillage.

(D) No person shall cause or allow refuse, waste, or spillage to be burned on Airport property.

**2-3-4 ANIMALS.** No person shall enter any part of the Airport with a domestic animal, unless such animal is kept restrained by a leash or is so confined as to be completely under control.

(A) No person shall permit any wild animal under his or her control or custody to enter the Airport except for animals that are to be or have been transported by air and are properly confined for air travel or meet the requirements of **Section 2-3-4(D)** below.

(B) No person shall feed, or do any other act to encourage the congregation of, birds or other animals at the Airport.

(C) No person shall ride horseback on Airport property without prior written authorization of the Airport Director.

(D) No person shall enter the Airport and/or Terminal Building with a domestic animal, unless such animal is to be or has been transported by air and is kept restrained by a leash or otherwise confined so as to be completely under control other than (1) a hearing, visually-impaired or physically disabled person with a service dog, (2) a person with paraplegia or quadriplegia with a primate of the genus *Cebus* (capuchin monkey), specially trained for the purpose of providing personal care services, or (3) guard and search dogs under the control of authorized handlers and present at the Airport as authorized and approved by the Airport Director.

(E) No person shall allow, either willfully or through failure to exercise due care or control, any animal to urinate or defecate upon the sidewalks of the Airport or upon the floor or carpet of the Landside Terminal or any other Airport building.

(F) No person shall allow, either willfully or through failure to exercise due care or control, any animal to defecate upon the grassy or soil areas of the Airport without afterwards removing such waste from the area and removing it from the Airport or depositing it in a proper waste receptacle.

**2-3-5 FIREARMS, WEAPONS AND EXPLOSIVES.** No person, except an authorized law enforcement officer or member of the Armed Forces of the United States on official duty, shall possess any firearms on the Airport, except those used for wildlife control by Airport Public Safety in carrying out such duties approved by the Airport Director, provided that no person shall be prohibited from carrying any legal firearm that does not contain live ammunition and is in an enclosed case for shipment and are intended for immediate transport off the Airport. The Airport Director reserves the right to restrict the carrying of firearms and weapons by watchmen and guards of the Airport.

(A) For purposes of this Section, a firearm means any weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device; or any machine gun.

(B) For the purpose of this Section , a weapon means any dirk, metallic knuckles, slingshot, billie, tear gas gun, chemical weapon, electric weapon or device designed to stun, kill, or maim, or any other deadly weapon.

(C) No person shall furnish, give, sell, or trade any firearm or weapon on the Airport property.

(D) No person except an authorized law enforcement officer or member of the Armed Forces of the United States on official duty, shall possess any explosives on the Airport.

(E) No person, other than those in the above excepted classes, shall store, keep, handle, use, dispense or transport at, in, or upon the Airport any Class A or Class B explosives, any radioactive substance or material (except for minimum amounts of radioactive substances, such as radioactive paint illuminating instrument dials), without prior written authorization from the Airport Director.

**2-3-6 PRESERVATION OF PROPERTY.** No person shall destroy, deface, injure, or disturb in any way Airport property or conduct activities at the Airport that are injurious, detrimental, or damaging to Airport property or to activities and business of the Airport.

(A) No person shall travel upon the Airport other than on roads, walks, or other rights-of-way provided for such specific purpose except for authorized maintenance and official purposes.

(B) No person shall alter, add to, or erect any building or sign or make any excavation on the Airport property without prior written approval of the Airport Director.

(C) Any person causing or being responsible for such injury, destruction, damage, or disturbance shall immediately report such damage to the Airport Director.

(D) Any person causing, or liable for any damage shall be required to pay the County on demand the full cost of repairs. Any person failing to comply with this Section shall be in violation of these Regulations and may be refused the use of any Airport facility until the County has been fully reimbursed for damage done and further, shall be subject to prosecution under an applicable Federal, State or County law.

**2-3-7 LOST-AND-FOUND AND ABANDONED PROPERTY.**

(A) Any person finding lost articles in the public areas at the Airport shall immediately deposit them with the Airport Administration. Articles unclaimed by their proper owner within **ninety (90) days** thereafter shall, upon request, be turned over to the finder. Nothing in this paragraph shall be construed to deny the right of scheduled air carriers or other Airport tenants to maintain "lost and found" services for property of their patrons, invitees, or employees. Articles to which the owner or finder is not entitled to lawful possession shall be forfeited to the Airport Administration for disposal in accordance with the provisions of applicable state law.

(B) No person shall willfully abandon any personal property on the Airport property.

**ARTICLE IV – LEAFLETING, PICKETING, NEWSRACKS AND PROHIBITED CONDUCT**

**2-4-1            STATEMENT OF PURPOSE AND GENERAL GUIDELINES.**

(A)            The ease with which passengers, greeters, and other patrons can use the Airport is due in large measure to its design, intended to minimize (1) distances persons must walk from the time they enter the Airport until they board or meet planes and (2) interruptions to pedestrian traffic through the Passenger Terminal.

(B)            Restrictions on activities in this Section are intended to preserve the aesthetic qualities of the Airport, avoid blight and clutter, avoid disrupting Airport activities and operations, avoid duress upon passengers and patrons and promote their safety, and avoid pedestrian traffic congestion, in keeping with the primary purpose of the Airport as a facility for air travel.

(C)            The provisions of this Section shall be enforced without regard to race, religion, gender, sexual orientation, or identity of the person or organization seeking to engage in activities or the content of the message sought to be communicated.

(D)            All activities described in this Section shall be conducted:

- (1)            In compliance with this Section, Minimum Operating Standards and, the permit provisions of **Section 2-4-4**.
- (2)            In the peaceful and orderly manner contemplated by law, without physical harm, molestation, threat or harassment of other persons, and without obscenities, violence, breach of the peace, damage to property or other unlawful conduct; and
- (3)            Without obstructing the use of the Airport by others and without hindrance to or interference with the proper, safe, orderly, and efficient operation of the Airport and the activities conducted thereupon, and without interference with the constitutional rights of others.

**2-4-2            LEAFLETING.**

(A)            Leafleting in the Passenger Terminal is permitted only upon compliance with **Section 2-4-4** and only in areas designated by the Airport Director. Permitted leafleting shall only include distribution of non-commercial printed or written materials. Distribution of printed or written materials of a commercial nature by or on behalf of a commercial enterprise is governed by **Section 2-2-10** of these Rules and Regulations.

(B)            The Airport Administration has determined certain areas of the Passenger Terminal are the only areas of the Airport that provide a reasonable opportunity for Leafleting without excessively disrupting pedestrian traffic through the Passenger Terminal. Leafleting Areas shall be designated in the Operating Directives and may be changed due to remodeling or construction, emergency conditions, or other events.

**2-4-3**        **PICKETING.**    Picketing is permitted only upon compliance with **Section 2-4-4** and only in Designated Picketing Areas. The Airport Administration has determined certain areas of the Airport be the only areas that provide a reasonable opportunity for Picketing without excessively disrupting pedestrian traffic through the Passenger Terminal. Picketing Areas shall be designated in Operating Directives and may be changed due to remodeling or construction, emergency conditions, or other events.

**2-4-4**        **PERMITTING PROCESS AND PROCEDURE.**

(A)            Any person or organization desiring to engage in Leafleting or Picketing at the Airport shall first obtain a written permit from the Airport Director. Permit applicants shall submit to the Airport Director, on any Monday through Friday which is not a holiday, between **9:00 A.M.** and **4:30 P.M.**, a written request setting forth:

- (1)        The full name, street mailing address (not a post office box number) and telephone number of the person or organization sponsoring, promoting, or conducting the activity.
- (2)        The full name, street mailing address (not a post office box number) and a telephone number of the person or persons who will supervise and be responsible for the activity.
- (3)        A statement that there will be no Solicitation performed by those carrying out the activity.
- (4)        The dates and hours the activity will be carried out.
- (5)        The full name, street mailing address (not a post office box number), date of birth, age, color of hair, color of eyes, height, and weight of each participant in the activity on the back of a color photo of each participant.
- (6)        A description of the activity for which the permit is requested.
- (7)        A statement in writing by a responsible representative or participant, indicating he has read and understands these policies and the organization or participant intends to abide by the requirements of this Section.

(B)            The Airport Director or a designee shall review the application and issue a permit or notify the applicant in writing why issuance is delayed or denied. A permit shall not be granted or denied based upon content of any non-commercial message. Failure to issue a permit within **twenty-four (24) hours**, exclusive of weekends, constitutes denial. The applicant may seek review of denial by following the procedure in **Section 2-4-4(C)** below. The permit will designate that the holder is eligible to conduct activities at the Airport for **seven (7) consecutive days** and may be renewed on a week-to-week basis up to a maximum of **one (1) month**. At the end of the **one (1) month** period, the person or organization must reapply to continue, and may incorporate by reference any previous application. Permits are not transferable.

(C)            Within **ten (10) days** of denial as described in **Section 2-4-4(B)** above, the applicant may request review of the denial. Such request shall be sent to the Airport Director by certified mail and shall specify all reasons why the decision of the Airport

Director should be changed or modified. Within **ten (10) days** of receipt of the request for review, the Airport Director shall send a written decision by certified mail to the person requesting review.

(D) Activities referred to herein shall be conducted strictly in conformity with the terms and conditions set in the permit issued by the Airport Director and these Rules and Regulations.

(E) No more than **one (1) person** may engage in the permitted activity in any one designated area at any time.

(F) No permit holder has the right to exclusive use of any designated area. Authorization for use of areas designated for the permitted activity shall be granted daily on a "first come, first served" basis. If **two (2)** or more persons or organizations seek to conduct activities described herein at the same time, the Airport Director, or designee, shall allocate, by lot or other equitable method, the available designated areas or space on a daily basis.

(G) Any organization or person issued a permit shall ensure that all persons engaged in the permitted activities carry at least one form of identification with photo: (1) state driver's license; (2) state identification card; (3) military identification card; (4) Passport; or (5) other photo identification approved by the Airport Director. The person or persons who will supervise and be responsible for the activity shall be responsible for ensuring that each participant has proper identification, and shall maintain a record showing dates and times each participant is engaged in the permitted activity.

(H) All persons engaged in permitted activity shall wear and prominently display an identifying badge on the upper clothing in a manner clearly visible to the public during all times he/she is engaged in the permitted activities. The identifying badge shall be provided by the organization or person holding the permit and shall be at least **three (3) inches** wide and **three (3) inches** in height, have a brown background, indicate the participant's name, and indicate the permit holder's name or organization name if permit holder is an organization.

**2-4-5 VIOLATIONS BY PERMIT HOLDERS.**

(A) Violation of any provision of **Section 2-4-4** shall cause termination of the permit. The Airport Director shall give notice of termination to the holder of the permit by certified mail to the address shown on the permit, indicating the reason for termination. Upon termination the person or organization is not eligible to obtain a permit for **six (6) months**.

(B) Within **ten (10) days** of termination as described in **Section 2-4-5(A)** above, the applicant may request review of the termination. Such request shall be sent to the Airport Director by certified mail and shall specify all reasons why the decision of the Airport Director should be changed or modified. Within **ten (10) days** of receipt of the request for review, the Airport Director shall send a written decision by certified mail to the person requesting review.

**2-4-6      REVIEW OF DECISIONS OF THE AIRPORT DIRECTOR.** The Airport Director's decision is final unless within **ten (10) days** from the Airport Director's decision the applicant submits a written notice of appeal to the St. Clair County Public Building Commission (hereinafter "PBC") at 10 Public Square, Belleville, Illinois 62220-9989. No further evidence shall be presented, and only the written records shall be available to the PBC, which shall decide the matter at a regularly-scheduled meeting within **sixty (60) days** of receipt of notice of appeal. The PBC shall notify the parties of its decision by certified mail. The decision of the PBC is final and is subject to appeal in accordance with the laws of the State of Illinois.

**2-4-7      PROHIBITED CONDUCT.** The following activities are prohibited at the Passenger Terminal without written authorization from the Airport Authority:

- (A) Sale or distribution of any goods or merchandise, including but not limited to, jewelry, foodstuffs, candies, flowers, badges, and clothing; or
- (B) Sale of flyers, brochures, pamphlets, books or any other printed or written material; or
- (C) Solicitation of funds, money, or any other thing of value; or
- (D) Sale of any service; or
- (E) Sale of any raffle ticket or entry in a game of chance; or
- (F) Conduct of a game of chance; or
- (G) Conduct that obstructs, delays, or interferes with the free movements of any other person; to pin, tie, or attach any object to the person, clothing, luggage, or vehicle of any person without their consent; to assault or commit battery on any person; or to obstruct and interfere with the conduct of authorized business at the Airport; or
- (H) Use of any musical instrument, noise-making device, sound, or voice-amplifying apparatus, singing or chanting, or doing anything which reduces the effectiveness of the public-address system or interferes with business functions of the Airport; or
- (I) Placement of a table, bench, chair, sign, or other structure on Airport property unless permitted by an Operating Directive of the Airport Administration; or
- (J) Distribution of literature or other goods, or the display of signs or other printed matter, at the Airport without a required permit; or
- (K) Distribution of literature or other goods, or the display of signs, at the Airport after the required permit is terminated or expires; or
- (L) Intentionally leaving any item intended for distribution unattended; or
- (M) Activity which constitutes a danger to persons or property, or which interferes with waiting lines, or which interferes with any of the following: pedestrian or vehicular travel; the issuance of tickets or boarding passes or equivalent documents for air or ground transportation; luggage or cargo movement or handling; the entry to or exit from vehicles, elevators, escalators, doorways, or passageways; security procedures; government inspection procedures; cleaning, maintenance, repair, or construction operations; or
- (N) Conduct which falsely indicates or represents, or attempts to falsely indicate or represent that a person represents the Airport Administration; or



- (O) Conduct which misrepresents the identity of an individual or organization for which the individual is performing the permitted activities; or
- (P) Solicitation of customers for a commercial enterprise.
- (Q) Bringing alcoholic liquor onto the Airport property. **(Ord. No. 05-878; 07-25-05)**

**2-4-8 ACTIVITIES DURING EMERGENCIES.**

(A) The Airport Director or designee may declare an emergency because of unusually congested conditions due to adverse weather, schedule interruptions, or extremely heavy traffic movements or for emergency security. In the event of such an emergency, an announcement to this effect shall be made. Any authorized person picketing or distributing literature in an area affected by the emergency shall immediately cease such activities for the duration of the emergency.

(B) As soon as the Airport Director or designee announces an end to the emergency, authorized participants may resume their picketing or leafleting activities.

**2-4-9 ACCIDENTS.** If any participant is involved in an accident or other incident in which any person is injured or property is damaged, a participant or the participating organization shall immediately dial 9-1-1 from any available dial telephone, notifying 9-1-1 operator of such accident or incident.

**2-4-10 NEWSRACKS.**

(A) Newsracks are prohibited in the Passenger Terminal except as provided by **Section 2-4-10(B)**. In prohibiting Newsracks except as provided in **Section 2-4-10(B)**, the Airport Administration has determined that (1) the newsstands located in the Landside Terminal, provide adequate and easily accessible opportunities for users of the Airport to purchase newspapers and other published materials before reaching the gate areas and amply provide readily available alternative means of distributing newspapers and other published materials within the Airport; and (2) the addition of Newsracks other than provided for by **Section 2-4-10(B)** would only minimally increase access to newspapers and other published materials for a very small percentage of those using the Airport, but would significantly detract from and interfere with the aesthetic and functional qualities of the Airport to the detriment of its operation as a facility designed and intended for air travel.

(B) The Airport Administration has established certain Newsrack spaces in the Landside Terminal, which spaces shall be made available pursuant to the Operating Directives.

**2-4-11 SEVERABILITY.** These Rules and Regulations and any of the sections, subsections, paragraphs, sentences, clauses or phrases thereof shall be severable, and if any of the sections, subsections, paragraphs, sentences, clauses or phrases shall be held to be unconstitutional or otherwise invalid, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of the Rules and Regulations, it being expressly declared that these Rules and Regulations and each section, subsection, paragraph, sentence, clause and phrase thereof would have been adopted irrespective of the fact the one or more other section, subsection, paragraph, sentence, clause or phrase may be declared invalid or unconstitutional.

**ARTICLE V – FIRE, FUELING AND SAFETY**

**2-5-1      GENERAL.**

(A)            All persons using the Airport or the facilities of the Airport shall exercise the utmost care to guard against fire and injury to persons, property and the environment.

(B)            All applicable fire and safety codes, ordinances, standards, and recommended practices of St. Clair County now in existence or hereafter promulgated and not in conflict with the Minimum Operating Standards of MidAmerica Airport or with Federal Aviation Regulations, are hereby adopted by reference as part of the Rules and Regulations of the Airport.

**2-5-2      FUEL SAFETY.**

(A)            Transportation, storage and other handling of aircraft and vehicle fuel shall comply with the Uniform Fire Code, as amended, the National Fire Protection Association's Codes and Standards, as amended, FAA Advisory Circular 150/5230-4, as amended, all requirements of these Rules and Regulations, and all other applicable law.

(B)            All fueling and de-fueling will be in areas approved by the Director.

(C)            No aircraft shall be fueled or de-fueled while the engine is running or being warned by application of exterior heat, or while such aircraft is in a hangar or enclosed space.

(D)            No person shall store or dispense fuel except in accordance with the standards of the NFPA applicable to the fuel loading areas (NFPA Standard 407).

(E)            During fueling or de-fueling, aircraft and fuel dispensing equipment shall be electrically grounded to a point where points of zero electrical potentials except as specifically provided by NFPA Standard 407.

(F)            Persons engaged in fueling or de-fueling of aircraft shall exercise the greatest degree of care to prevent overflow or spillage of fuel. Any person or company causing any overflow of fuel on the Airport shall immediately notify the Airport Administration. Details of all spillages must be reported to the Airport Administration, in writing, upon request. Aircraft, fuel delivery devices, and other vehicles shall not be moved or operated in the vicinity of the spill until the spillage is removed and properly cleaned up. A fire guard shall be promptly posted by the operator or owner of the equipment causing the spillage. In the event of such spillage, and the failure of the operator or owner to restore the area to its original safe and environmentally sound status, the County may clean up any material unlawfully spilled, placed, or otherwise deposited at the Airport and may charge the responsible person(s) for the cost of the clean up, any required environmental remediation, and any expenses incurred by, or fines for damages imposed on, the County as a result thereof.

(G)            No aircraft shall be fueled or de-fueled while passengers are on board unless a passenger-boarding device is in place at the cabin door of the aircraft, the door is open, and a cabin attendant is at or near the cabin door.

(H) No person shall fuel or de-fuel an aircraft with fueling hoses and other equipment or apparatus which are not in a safe, sound and non-leaking condition, in accordance with NFPA Standards.

(I) A fueling agent shall not permit an employee or agent to dispense fuel unless he or she shall have completed an industry-endorsed training program in applicable fueling procedures, fire extinguishing procedures, and procedures to summons the Airport fire department. Certification that all fuelers have received this training shall be submitted to the Director.

(J) Fueling and de-fueling of aircraft shall be conducted at a distance of at least **fifty (50) feet** from any heated hangar or other heated building and at a distance of at least **twenty-five (25) feet** from any unheated hangar or building.

(K) Fuel vehicle drivers will remain with their vehicles at all times on the air operations area unless the vehicle is in an authorized parking area.

(L) Staging or parking of fueling vehicles at the Airport must be in any area approved by the Director.

(M) Airport fueling vehicles, other than moveable aircraft fuel containers and re-fueling devices, shall be stored outside not less than **one hundred fifty (150) feet** from a building or such other distance as shall be approved by the Airport Director.

(N) Aircraft re-fueling vehicles shall be parked in a manner which provides a minimum of **ten (10) feet** of separation between said vehicle and any other vehicle or aircraft re-fueling device.

(O) No aircraft re-fueling vehicle, aircraft fuel container, or other aircraft fueling device, empty or otherwise, shall be brought into, kept or stored within any building at the Airport unless the building is used exclusively for that purpose. This Section does not apply to vehicle fuel cans with a capacity of not more than **five (5) gallons**, provided no more than **one (1)** such can may be located within a single vehicle, and not more than **two (2)** such cans in any hangar.

(P) Maintenance and servicing of aircraft fuel servicing vehicles shall be performed outdoors or in a building approved for that purpose by the Director.

(Q) No person shall engage in aircraft fueling or de-fueling operations without adequate fire extinguishing equipment or including at least **two (2)** dry chemical fire extinguishers (**fifteen (15) pounds** or larger or CO2 equivalent), readily accessible to point of fueling.

(R) No person shall start the engine of an aircraft on the Airport if there is any fuel or other volatile fluid on the ground within the vicinity of the aircraft.

(S) No person shall operate a radio transmittal or receiver or switch electrical appliances on or off in or around an aircraft while it is being fueled or de-fueled.

(T) No person other than the person engaged in the fueling, servicing, and operation of the aircraft shall be permitted within **twenty-five (25) feet** of such aircraft during fueling or de-fueling.

(U) Fueling or de-fueling operations shall not be conducted during periods of dangerous thunderstorm activity at or near the Airport.

(V) Airport fuel servicing personnel shall not carry lighters or matches on their person while performing fuel servicing operations.

(W) Electric switches and fixtures must be “explosion proof” and installed for use in the immediate vicinity of fuel vapors.

(X) All tenants are responsible for supplying and maintaining fire extinguishers on tenants premises as may be required by the Director or controlling fire department. Each fire extinguisher shall carry a suitable tag showing the date of the most recent inspection.

(Y) In the event of spillage or dripping of gasoline, oil, grease, or any material which may be unsightly or detrimental to the Airport, the same shall be removed immediately. The responsibility for the immediate removal of such gasoline, oil, grease, or other material shall be assumed by the operator or owner of the equipment causing the same or by the tenant or concessionaire responsible for the deposit. In the event of such spillage, and the failure of the operator or owner or tenant or concessionaire to restore the area to its original safe and environmentally sound status, the County may clean up any material unlawfully spilled, placed or otherwise deposited at the Airport and may charge the responsible person(s) for the cost of the clean up, any required environmental remediation, and any expenses incurred by, or fines or damages imposed on, the County as a result thereof.

(Z) Only aircraft fuel services aviation gasoline (“AVGAS”) and Jet fuel tenders are allowed to engage in fueling on the Airside Terminal Ramps or Aprons, provided, however, that no fuel tender shall operate on any of the Ramps or Aprons without the operating entity first entering into an operational contract or other written contract with the Airport Administration outlining specific operations.

(AA) All aircraft fueling and storage of Jet fuel and AVGAS shall be accomplished in accordance with all applicable Sections of the Airport’s Federal Aviation Regulations (FAR) Part 139 Certification Manual.

**2-5-3 SMOKING.**

(A) Smoking is PROHIBITED in the Passenger Terminal and in all other Airport buildings.

(B) In addition to (A) above, smoking or carrying lighted smoking materials or striking matches or other incendiary devices shall not be permitted within **fifty (50) feet** of an aircraft, fuel truck, fuel storage area, or flammable liquid spill and is not permitted in any other airside or landside area on the Airport unless specifically posted with signs as a smoking area by the Director.

**2-5-4 OPEN-FLAME OPERATIONS.**

(A) No person shall conduct any open-flame operations in the Passenger Terminal unless specifically approved in writing by the Airport Administration.

(B) Lead and carbon burning, fusion gas and electric welding, blow-torch work, reservoir repairs, engine testing, battery charging, and all operations involving open flames shall be restricted to the repair-shop section and isolated from the storage section of any hangar. During such operations, the shop shall be separated from the storage section by closing all doors and openings to the storage section.

**2-5-5        LEASEHOLD HOUSEKEEPING.** All persons occupying space at the Airport shall keep the space allotted to them clean and free from rubbish and accumulation of any material. Only approved boxes, crates, paint or varnish cans, bottles, or containers shall be stored in or about any leasehold, and all floors shall be kept clean and free from fuel and oil. The use of volatile or flammable solvents for cleaning floors is prohibited. Approved metal receptacles with a self-extinguishing cover shall be used for the storage of oily waste rags and similar material. The contents of these receptacles shall be removed daily by persons occupying space; drip pans shall be placed under engines and kept clean at all times; and clothes lockers shall be constructed of metal or fire-resistant material.

**2-5-6        STORAGE OF MATERIALS.**

(A)            No person shall keep, store or stock materials or equipment in such a manner as to be unsightly or to constitute a fire or other hazard to persons or property, or to be in violation of the Airport Operating Directives, the St. Clair County Code of Ordinances and all other applicable law.

(B)            Gasoline, kerosene, ethyl, jet fuel, ether, lubricating oil, or other flammable gases or liquids, including those used in connection with the process of "doping" shall be stored in accordance with the Airport Operating Directives, St. Clair County Code of Ordinances, and all other applicable laws.

(C)            No person shall keep, transport, or store lubricating oils on the Airport except in containers and receptacles designed for such purpose and in areas specifically approved for such storage in compliance with the applicable codes, standards, and recommended practices of the NFPA Standards, FAA Regulations, St. Clair County Code of Ordinances, and all other applicable laws.

(D)            Keep or store any flammable volatile liquids, gases or other similar materials in hangars, shops or any building on the Airport, except that such materials may be kept in receptacles and in rooms or areas specifically approved for such storage, in compliance with the requirements of NFPA Standards, FAA Regulations, St. Clair County Code of Ordinances, and all other applicable laws.

**2-5-7        HAZARDOUS MATERIALS.**

(A)            No person shall, without prior notice to and prior written authorization from the Airport Director, keep, transport, handle, or store at, in or upon the Airport, except for authorized military aircraft, any cargo of explosives or other hazardous materials which are barred from loading in, or for transportation by Civil Aircraft in the United States under the current provisions of Regulation promulgated by the Department of Transportation, the Federal Aviation Administration, or by any other competent authority. Compliance with said regulations shall not constitute or be construed to constitute a waiver of the required notice or an implied authorization to keep, transport, handle or store such explosives or other dangerous articles at, in, or upon the Airport. Advance notice of at least **twenty-four (24) hours** shall be given to the Airport Director to permit full investigation and clearances for any operation requiring a waiver of this rule.

(B) No person may offer, and no person may knowingly accept, any hazardous material or article for shipment at the Airport unless the shipment is handled and stored in full compliance with all applicable state and federal environmental laws.

(C) Any person, organization, or agency engaged in transportation of hazardous materials or articles shall have designated personnel at the Airport authorized and responsible for receiving and handling shipments in compliance with all applicable statutes and regulations in compliance with Federal Aviation Regulations and in compliance with all applicable state and federal laws.

(D) Any person, organization, or agency engaged in the transportation of hazardous materials or articles shall provide storage facilities which reasonably ensure against unauthorized access, or exposure to persons and against damage to shipments while at the Airport.

(E) Any person, organization, or agency engaged in the handling of hazardous materials or articles shall devise and submit a Hazardous Materials Procedure plan in accordance with 49 CFI Part 171 and all applicable FAA Regulations to the Airport Director for approval.

**2-5-8 MOTORIZED GROUND EQUIPMENT AROUND AIRCRAFT.** No person shall park motorized ground equipment near any Aircraft in such manner that could prevent it or other ground equipment from being readily driven or towed away from the Aircraft in case of an emergency. Vehicles parked in an aircraft parking and storage area shall be parked in a manner so as to be completely contained in the aircraft parking or storage space and not obstruct adjacent aircraft parking and storage areas, or taxing lanes unless for purposes of immediate and temporary loading, unloading, or staging of an aircraft.

**2-5-9 OPERATING MOTOR VEHICLES IN HANGARS AND OTHER BUILDINGS.** No person shall operate a motor vehicle in any hangar or other Airport building on the Airport, while occupied by any Aircraft, unless its exhaust is protected by screens or baffles, as recommended by the NFPA.

**2-5-10 AIRCRAFT ELECTRICAL AND ELECTRONIC SYSTEMS.**  
(A) Radio transmitters and similar equipment in Aircraft shall not be tested or operated within a hangar with dynamotors running unless all parts of the antenna system are at least **one (1) foot** removed from any other object. No Aircraft shall be placed, at any time, so that any fabric-covered surface is within **one (1) foot** of an antenna system.

(B) No airborne radar equipment shall be operated or ground-tested in any area on the Airport where the directional beam of high intensity radar is within **three hundred (300) feet**, or the low intensity beam is within **one hundred (100) feet** of an Aircraft fueling operation, Aircraft fueling truck or flammable liquid storage facility, unless an approved shielding device is used during the radar operation.

**2-5-11      ELECTRICAL EQUIPMENT AND LIGHTING SYSTEM.**

(A)            Vapor or explosion-proof electrical equipment and lighting systems shall be used exclusively within hangars or maintenance shelters, when required under NFPA Standards. No portable lamp assembly shall be used without a proper protective guard or shield over such lamp assembly to prevent breakage.

(B)            All power-operated equipment or electrical devices shall be shut off when not in actual use.

(C)            The Aircraft electrical system shall be de-energized on any aircraft upon which work is being done within any hangar or structure by disconnecting the battery or power source.

**2-5-12      HEATING HANGARS.** Heating in any hangar shall be only by approved systems or devices as listed by the Underwriters Laboratories, Inc., as suitable for use in aircraft hangars and shall be installed in the manner prescribed by the Underwriters Laboratories, Inc., and in accordance with the BOCA National Building Code and all applicable standards of the NFPA.

**2-5-13      USE OF CLEANING FLUIDS.** Cleaning of Aircraft parts and other equipment shall preferably be done with nonflammable cleaning agents or solvents. The use of flammable liquids in the cleaning of aircraft, aircraft engines, propellers or other appliances, equipment or parts of aircrafts is prohibited unless such cleaning operations are conducted in accordance with NFPA Standards and all applicable state and local codes.

**2-5-14      APRONS, BUILDING AND EQUIPMENT.**

(A)            All persons on the Airport shall keep all areas of the premises leased or used by them clean and free of oil, grease, and other flammable material. The floors of hangars and other buildings shall be kept clean and continuously free of rags, waste materials, and other trash or rubbish. Approved metal receptacles with a self extinguishing cover shall be used for the storage of oily waste rags and similar materials. The contents of these receptacles shall be removed daily by persons occupying space; drip pans shall be placed under engines and kept clean at all times; and clothes lockers shall be constructed of metal or fire-resistant material. Only approved boxes, crates, paint or varnish cans, bottles or containers shall be stored in or about a hangar or other buildings on the Airport.

(B)            No person shall use flammable substances to clean hangars or other buildings on the Airport.

**2-5-15      CONTAINERS.**

(A)            No tenant, lessee, concessionaire, or agent thereof doing business on the Airport, may keep uncovered trash containers adjacent to sidewalks or roads in a public area of the Airport.

(B) No person shall operate an uncovered vehicle to haul trash, dirt, soil or any other material on the Airport without prior written authorization from the Airport Administration.

(C) No person shall spill dirt, soil or any other material from a vehicle operated on the Airport property.

**2-5-16      REPAIRING AIRCRAFT.**

(A) No person shall repair an Aircraft or Aircraft engine, propeller, or other Aircraft apparatus in any area of the Airport other than those areas specifically designed for such repairs, except that minor adjustments or repairs may be made while the Aircraft is at an Aircraft parking position prepared for departure. Any Aircraft being repaired at a parking position which is at a gate, shall be immediately moved to another location upon request by the Airport Administration.

(B) Aircraft repairs in storage areas of hangars shall be limited to inspections and replacements of parts and repairs incident thereto, provided such repairs do not involve appliances using open flames or heated parts.

(C) The starting or operating of Aircraft engines inside any hangar is prohibited. This shall not be construed as prohibiting the use of tractors with NFPA-approved exhaust systems when moving planes within any hangar.

(D) Aircraft batteries shall be charged at an appropriate battery charging station and shall be removed from the Aircraft prior to charging.

**2-5-17      DOPING, SPRAY-PAINTING, AND PAINT STRIPPING.**

(A) The performance of doping processes, spray-painting or paint stripping is prohibited except in areas or facilities approved for such purposes by the Airport Director and in accordance with NFPA Standards and all applicable state and local codes.

(B) For paint, varnish or lacquer-spraying operations, the arrangement, construction, ventilation, and protection of spraying booths and the storing and handling of materials shall be in accordance with NFPA Standards.

**2-5-18      FIRE EXTINGUISHERS.**

(A) Fire-extinguishing equipment at the Airport shall not be tampered with at any time nor used for any purpose other than fire-fighting or fire prevention. All such equipment shall be maintained in accordance with NFPA Standards. Tags showing the date of the last inspection shall be attached to each unit or records acceptable to Fire Underwriters shall be kept showing the status of such equipment.

(B) All tenants or lessees of hangars, Aircraft maintenance buildings, or shop facilities shall supply and maintain an adequate number of readily-accessible fire extinguishers. Fueling vehicles designed for the transport and transfer of fuel shall carry on board at least **two (3) fire extinguishers**, one located on each side of the vehicle. Extinguishers shall conform to applicable NFPA Standards.



**2-5-19**      **POWDER-ACTIVATED TOOLS.** No person shall use powder or explosive-cartridge-activated tools or fastening devices anywhere on the Airport without prior written authorization of the Airport Administration, except as provided for on Scott Air Force Base under Federal Laws, Rules, and Regulations applicable to operations on Scott Air Force Base.

ARTICLE VI – AERONAUTICAL

**2-6-1      GENERAL RULES.**

(A)      **Compliance With Orders.** All aeronautical activities at the Airport shall be conducted in conformance with all applicable regulations of the FAA, State of Illinois and the Airport and the Operating Directives issued by the Airport Administration and the directions of the Air Traffic Control Tower.

(B)      **Hold Harmless.** The Aircraft owner, pilot, Agent, or his or her duly authorized representative agrees to release or discharge St. Clair County, the Public Buildings Commission, the Airport Administration, their officers and their employees of and from liability for any damage which may be suffered by any Aircraft and its equipment, and for personal injury or death.

(C)      **Prohibited Operations (Liability).**

(1)      No person shall operate Aircraft at the Airport in a careless manner or in disregard of the rights and safety of others.

(2)      All persons using the Airport shall be held liable for any personal injury or property damage caused by carelessness and negligence on or over the Airport, and any Aircraft being operated so as to cause such property damage may be retained in the custody of the Airport Authority; and the Authority may have a lien on said Aircraft until all charges for damages are paid. Any person liable for such damage agrees to indemnify fully and to save and hold harmless the Airport Administration, St. Clair County, the St. Clair County Public Building Commission, their officers, and their employees from claims, liabilities, and causes of action of every kind, character, and nature, and from all costs and fees (including attorney's fees) connected therewith, and from the expenses of the investigation thereof.

(D)      **Denial of Use of Airport.** The Airport Director or his or her authorized representative shall have the right at any time to close the Airport in its entirety or any portion thereof to air traffic, to delay or restrict any flight or other Aircraft operation, to direct refusal of take off permission to Aircraft, and to deny the use of the Airport or any portion thereof to any specified class of Aircraft or to any individual or group, when he or she considers any such action to be necessary and desirable to avoid endangering persons or property and to be consistent with the safe and proper operation of the Airport. In the event the Airport Director or his or her authorized representative believes the condition of the Airport to be unsafe for landings or takeoffs, it shall be, within his or her authority to issue, or cause to be issued, a NOTAM (Notice to Airmen) closing the Airport or any portion thereof. These conditions are not in any manner, intended to restrict, delay, or stop any military Aircraft Operations other than for safety reasons.

(E)      **Aircraft Accidents or Incidents.** The pilot or operator of any Aircraft involved in an accident or incident on the Airport causing personal injury or property damage shall, in addition to all other reports required by other agencies, make a prompt and complete

report concerning said accident or incident to the office of the Airport Director. When a written report of an accident or incident is required by Federal Aviation Regulations, a copy of such report may be submitted to the Airport Director in lieu of the report required above. In either instance, the report shall be filed with the Airport Director within **forty-eight (48) hours** from the time of the accident or incident.

(F) **Disabled Aircraft.** Subject to compliance with appropriate Federal Regulations, the Aircraft owner shall be responsible for the prompt removal of all disabled Aircraft and parts of such aircraft at the Airport, as reasonably directed by the Airport Director or his or her authorized representatives. In the event of the owner's failure or refusal to comply with such directions, such disabled Aircraft or any and all parts thereof may be removed by the Airport Administration at the owner's expense and without liability for damage which may result from such removal.

(G) **Tampering With Aircraft.** No person shall interfere or tamper with any Aircraft, or put in motion such Aircraft, or use or remove any Aircraft, Aircraft parts, instruments, or tools without positive evidence of permission of the owner thereof.

(H) **Cleaning, Maintenance, and Repair of Aircraft.** No person shall clean, paint, wash, polish, or otherwise maintain an Aircraft, other than in areas approved and in the manner designated by the Airport Administration.

(I) **Radio Communications.** No person shall operate an Aircraft at the Airport unless such Aircraft is equipped with a properly-functioning two-way radio capable of communicating with the Air Traffic Control Tower; except under emergency "radio-inoperative conditions" which cannot be avoided, under which conditions the Aircraft operator shall utilize standard emergency procedures to communicate with the Air Traffic Control Tower which includes FAA-approved light-gun signals, as described in the Airman's Information Manual.

(J) **Certification of Aircraft and Licensing of Pilots.** All Aircraft operating at the Airport shall display on board the Aircraft a valid Airworthiness Certificate issued by the Federal Aviation Administration (FAA) or appropriate foreign government and shall display on the exterior of the Aircraft a valid registration number issued by the FAA or appropriate foreign government. All persons operating Aircraft on the Airport shall possess an appropriate license, issued by the FAA or appropriate foreign government.

(K) **Registration of Aircraft.** The Airport Director may require from time to time and may designate, at his or her discretion, appropriate locations for the registration of pilots and Aircraft using the Airport, and such pilots shall comply with the registration requirements.

(L) **Payment of Fees.** The payment, of any due rental fees, other fees, and charges relating to the use of Airport premises and facilities shall be made before takeoff. In lieu of such payment, satisfactory credit arrangements may be made by the pilot or owner of Aircraft with the Airport Administration, or such office as may be otherwise designated by the Airport Director, before such pilot leaves the Airport.

**2-6-2      AIRPORT OPERATIONAL RESTRICTIONS.**

(A) Unless contrary to Federal Aviation Regulations, the Airport Administration shall have the authority to designate or restrict the use of runways at the Airport with respect to, but not limited to, the following:

- (1) Student-pilot training;
- (2) Training flights;
- (3) Experimental flights;
- (4) Equipment demonstration;
- (5) Air shows;
- (6) Maintenance flight checks, etc.;
- (7) Aircraft type;
- (8) Compliance with FAR Part 36, Noise Standards; Aircraft Type and Airworthiness Certification; and
- (9) Ultralight vehicles, as defined in FAR Part 103.1.

Such designation of restriction will be established through the issuance of Operating Directives.

(B) **Takeoff and Landing.**

- (1) No person shall cause an Aircraft, other than a helicopter, to land or take off at the Airport, except on a runway and in the direction assigned by the Air Traffic Control Tower. Helicopters shall operate in accordance with directions of the Air Traffic Control Tower.
- (2) No person shall turn an Aircraft in order to reverse direction on a runway unless given specific instruction or authorization to do so by the Air Traffic Control Tower.
- (3) Persons landing an Aircraft at the Airport shall make the landing runway available to other Aircraft by leaving said runway as promptly as possible, consistent with safety.
- (4) Any person operating or controlling an Aircraft landing at or taking off from the Airport shall maintain noise within applicable aircraft noise limits as promulgated by the Federal Government or Airport Administration, whichever is the most restrictive.
- (5) During landings and takeoffs, Aircraft shall not pass over any Airport building structures, adjacent automobile parking areas, or passenger areas.

(C) **Banner Towing Prohibited.** Airplane tow banner pickups and drop-offs from or on the Airport are prohibited, except during authorized air shows, or by written authorization from the Airport Director, both of which shall be prior coordinated with the Airport Administration.

(D) **Kites, Models, and Balloons Prohibited.** No kites, model airplanes, tethered balloons, or other objects constituting a hazard to Aircraft operations shall be flown on or within the vicinity of the Airport, except during authorized air shows, or by written authorization from the Airport Director, both of which shall be prior coordinated with the Airport Administration.

(E) **Parachute Jumping Prohibited.** Parachute jumping over or onto the Airport is prohibited, except during authorized air shows, or by written authorization from the Airport Director, both of which shall be prior coordinated with the Airport Administration.

**2-6-3 TAXI AND GROUND RULES.**

(A) **Aircraft Parking.**

- (1) No person shall park an Aircraft in any area on the Airport except those designated, and in the manner prescribed, by the Authority. If any person uses unauthorized areas for Aircraft parking, the Aircraft so parked may be removed by or at the direction of the Airport Administration at the risk and expense of the owner thereof.
- (2) All repairs to Aircraft or engines shall be made in the areas designated for this purpose. Minor adjustments and repairs may be performed on air carrier Aircraft at gate parking positions on the Passenger and/or Cargo Terminal Ramps when such repairs can be accomplished without inconvenience to other persons. Any Aircraft being repaired at a gate position shall be immediately moved to another location upon request of the Airport Administration.
- (3) Aircraft shall not be washed except in designated areas and in the manner designated by the Airport Administration.

(B) **Derelict Aircraft.**

- (1) No person shall park or store any Aircraft in non-flyable condition on Airport property, including leased premises, for a period in excess of **ninety (90) days**, without written permission from the Airport Administration.
- (2) No person shall store or retain Aircraft parts or components being held as inventory anywhere on the Airport, other than an enclosed, authorized facility, or in a manner approved by the Airport Administration, in writing.
- (3) Whenever any Aircraft is parked, stored, or left in non-flyable condition on the Airport in violation of the provisions of this Section, the Airport Administration shall so notify the owner or operator thereof by certified or registered mail, requiring removal of said Aircraft within **fifteen (15) days** of receipt of such notice, or if the owner or operator be unknown or cannot be found, the Airport Administration shall conspicuously post and affix such notice to the said Aircraft, requiring removal of said Aircraft within **fifteen (15) days** from the date of posting. Upon failure of the owner or operator of the said Aircraft to remove said Aircraft within the period provided, the Authority shall

cause the removal of such Aircraft from the Airport. All costs incurred by the Airport Administration including attorneys fees in the removal of any Aircraft as set forth herein shall be recoverable against the owner or operator thereof.

(C)

**Starting and Running Aircraft Engines.**

- (1) No Aircraft engine shall be run for testing or maintenance at the Airport unless a pilot or certified A&P (airframe and power plant) mechanic qualified to run the engines of that particular type aircraft is at the controls and unless chocks have been placed in front of the wheels and the Aircraft parking brakes have been set.
- (2) No person may run an engine of an Aircraft parked on the Airport in a manner that could cause injury to persons or damage to any other property or endanger the safety of operation on the Airport.
- (3) Aircraft engines shall be started or operated only in the places designated for such purposes by the Airport Administration. At no time shall engines be run up for test or maintenance purposes between the hours of **10:00 P.M.** and **6:00 A.M.**, subject, however, to the following exceptions:
  - (a) Airlines having maintenance hangars and associated facilities for conducting engine run ups in accordance with a plan approved by the Airport Administration.
  - (b) In the event of an extraordinary circumstance the airline shall secure prior approval by the Airport Administration.
- (4) At no time shall engines be run up for test or maintenance on Runway 14R/32L during Scott Air Force Base Quiet Hours for applicable ceremonies. Scott Air Force Base Quiet Hours are normally forecast at least **twelve (12) hours** in advance, and the details of those Quiet Hours will be disseminated to all Airport air carriers as soon as they are known.
- (5) Noise emanating from Aircraft engines during ground operations shall be maintained at a level below the current applicable aircraft-engine-noise limits set forth in the FAR and as promulgated by the Airport Administration, whichever is the most restrictive. Operators are requested to use proper NBAA noise abatement procedures.

(D)

**Aircraft Taxiing.**

- (1) No person shall taxi an Aircraft without first taking all necessary precautions to prevent a collision with other aircraft, persons or objects.
- (2) All Aircraft shall be taxied at a safe and reasonable speed.
- (3) All Aircraft operating on the Airport shall be equipped with wheel brakes in proper working order.

- (4) Aircraft shall not be taxied, towed, or pushed on any runway or taxiway until specifically cleared to do so by the Air Traffic Control Tower.
- (5) Where taxiing Aircraft are converging, the Aircraft involved shall pass each other bearing to the right, unless otherwise directed by the Air Traffic Control Tower.
- (6) No Aircraft shall taxi between an airside terminal gate and an Aircraft engaged in a push-back or power-back operation.
- (7) No Aircraft shall be taxied into or out of any hangar under its own power.
- (8) All Aircraft being taxied, towed, or otherwise moved on the Airport shall proceed with navigational lights on during the hours between sunset and sunrise.
- (9) All Aircraft operations shall be confined to hard-surfaced runways, taxiways, and Ramps or Aprons.

(E) **Exhaust and Propeller Blast.** No Aircraft engine shall be started or Aircraft taxied where the exhaust or propeller blast may cause injury to persons or do damage to property or spread debris on the airside area.

**2-6-4 HELICOPTER OPERATION RULES.** In addition to all other Rules and Regulations set out herein, the following Rules shall apply to helicopter aircraft:

(A) Helicopter Aircraft arriving and departing the Airport shall operate under the direction of the Air Traffic Control Tower.

(B) Helicopter Aircraft shall avoid fixed-wing aircraft traffic patterns and altitudes to the maximum extent possible unless specifically advised otherwise by the Air Traffic Control Tower.

(C) Helicopter Aircraft shall not be taxied, towed, or otherwise moved with rotors turning unless there is a clear area of at least **fifty (50) feet** in all directions from the outer tips of the rotors.

(D) Helicopter Aircraft shall not be operated within **two hundred (200) feet** of any areas on the Airport where unsecured light aircraft are parked.

ARTICLE VII – MOTOR VEHICLES

**2-7-1      GENERAL TRAFFIC REGULATIONS.**

(A)      **Authority.** In addition to those provided herein, St. Clair County shall by resolution establish regulations relating to traffic and traffic control and shall post official traffic control devices pursuant thereto. Said regulations shall include, but not necessarily be limited to, regulations for parking, standing, stopping, one-way roadways, through roadways, stop or yield intersections, speed restrictions, speed bumps, crosswalks, safety zones, bus stops, matters pertaining to all forms of Commercial Ground Transportation traffic lanes, signal devices, limitations on roadway use and restricted areas. Said resolution shall be filed in the offices of the Airport Administration as well as with the County Clerk.

(B)      **Traffic Signs and Signal Devices.** St. Clair County shall erect or cause to be erected all signs, markers, and signal devices pertaining to traffic control within the boundaries of the Airport and such signs, markers, or devices shall be prima facie evidence that they were erected or placed pursuant to said resolutions and under proper authority. Failure to comply with the directions indicated on such signs, markers, or devices erected or placed in accordance herewith shall be a violation of these Rules and Regulations and of the applicable provisions of the St. Clair County Revised Code of Ordinances.

(C)      **Pedestrian Right-of-Way.** The operator of any vehicle shall yield the right-of-way to a pedestrian who crosses within a marked pedestrian crosswalk, except where the movement of traffic is being otherwise actively regulated by law enforcement officer, traffic specialists, or traffic control devices. The driver of a vehicle must exercise due care for the safety of any pedestrian upon a roadway.

(D)      **Vehicle Condition.** No person shall operate upon the Airport, any motor vehicle which (1) is so constructed, equipped, or loaded, or which is in such unsafe condition, as to endanger persons or property; or (2) which has attached thereto any object or equipment (including that which is being towed) which drags, swings, or projects so as to be hazardous to persons or property.

(E)      **Closing or Restricting Use of Airport Roadways.** The Airport Director, or his or her designee, is authorized to close or restrict the use of all Airport roadways to vehicular traffic in the interest of public safety.

(F)      **Storing, Parking, or Repairing Vehicles.** No motor vehicle shall be stored, parked, or repaired on Airport property, except in areas so designated by the Airport Director, except for minor repairs necessary with respect to a temporarily-disabled vehicle.

(G)      **Slow-Moving Vehicles, Equipment and Machinery.** Every slow-moving vehicle, equipment, or machinery designed for use at speeds of less than **twenty-five (25) miles per hour** being operated on Airport roadways shall be equipped with and display a triangular slow-moving-vehicle emblem, mounted on the rear, or in case of towed units, on the rearmost unit being towed.

(H)      **Towing of Baggage Carts and Pods.** The number of baggage carts and pods being towed on the Airport by a single tow vehicle will not exceed **four (4)** at any one



time. This will include the towing of baggage carts and pods on the Airport roadways, Ramps or Aprons, and the Air Operations Area. This limitation does not include the towing of baggage carts and pods in areas that may be leased.

(I) **Engine Turn-Off.** Operators of all motor vehicles being operated on the streets and other vehicular traffic areas on the Airport, including parking areas, shall turn off the vehicle's engine when such vehicle is parked or is waiting other than at a traffic control device, requiring the vehicle to stop temporarily, or to permit the safe passage of persons or other vehicles.

**2-7-2 LICENSING.** No person shall operate a vehicle or motorized equipment on the Airport without an appropriate valid driver's license.

**2-7-3 PROCEDURE IN CASE OF ACCIDENTS.** The driver of any vehicle involved in an accident on the Airport which results in injury to or death of any person or property damage shall immediately stop such vehicle at the scene of the accident and shall render reasonable assistance. The driver shall immediately, by the quickest means of communication, give notice of the accident to a law enforcement officer. The driver of each vehicle involved shall furnish the name and address of the owner and the driver of the vehicle, the operator's license, and vehicle registration and the name of the liability insurance carrier for the vehicle, to any person injured, the driver or occupant of the vehicle damaged and to any law enforcement officer.

**2-7-4 SPEED LIMITS.**

(A) **Safe Speed.** No person shall drive a vehicle on the Airport at a speed greater than is reasonable and prudent under the existing conditions, having due regard to actual and potential hazards.

(B) **Minimum Speed.** No person shall drive a motor vehicle at such a slow speed as to impede or block the normal and reasonable movement of traffic, except when reduced speed is necessary for safe operation or in compliance with the law.

(C) **Maximum Speed.** No person shall drive a vehicle on the streets and other vehicular traffic areas on the Airport, including parking areas in excess of the speed limits indicated on signs posted and maintained by the Authority. In areas in which signs are not posted, the speed limit shall be **fifteen (15) miles per hour.**

**2-7-5 DESIGNATED ONE-WAY DRIVES.** Vehicular traffic on the entrance and exit drives serving the Passenger Terminal shall be one-way and shall be so designated by signs posted and maintained by the Airport Administration. Movement of vehicular traffic in the opposite direction to that indicated by the signs is prohibited.

2-7-6

**VEHICLE OPERATIONS ON AIR OPERATIONS AREA.**

(A)

**Permission.**

- (1) No motor vehicle shall be permitted on the Air Operations Area or Movement Area unless specific permission has been granted to such vehicle and operator by the Airport Director or his or her authorized representative through written contracts or agreements. All motor vehicle drivers must possess an AOA Driver Permit in order to operate any type of vehicle on the AOA. All vehicles operating on the AOA must have a valid AOA Flightline Permit affixed to the lower left of the windshield of the vehicle (or other obvious location if there is no windshield) unless specific permission has been granted for a specific vehicle or group of vehicles by the Airport Director. Special training is required as directed by the Airport Director or his or her authorized representative.
- (2) Tour buses and other visiting vehicles shall be escorted at all times by a properly-credentialed vehicle operator, who shall carry a hand-held two-way radio within the touring vehicle, or be escorting the touring vehicle from an AOA authorized vehicle with permanently-mounted two-way radio, which shall be capable of communicating with the Air Traffic Control Tower. Such escorts shall be in contact with the Air Traffic Control Tower while on the AOA Movement Area, and shall obtain permission from the Air Traffic Control Tower prior to entering the Movement Area.
- (3) The Airport Director or his or her authorized representative has the authority to deny, restrict, or cancel the right of any motor vehicle or motor vehicle operator from operating on the AOA.

(B)

**Parking.** No motor vehicle shall be parked on any portion of the Air Operations Area except those trucks and other vehicles necessary for the servicing of Aircraft and the maintenance of the Airport. Motor vehicles shall not be parked or maneuvered closer than **ten (10) feet** from any aircraft. Specialized vehicles required to service an aircraft are exempt from this rule.

(C)

**Vehicles Crossing Taxiways and Runways.** Except where otherwise controlled by the Airport Administration, all vehicles operating on or across taxiways or runways shall be equipped with two-way radios and must be in continuous communication with the Air Traffic Control Tower except when under escort by a vehicle properly authorized and equipped. The installation of two-way radios shall not be construed as an authorization to operate a vehicle on the Air Operations Area without the prior permission of the Airport Director.

(D)

**Driving Across Passenger Loading Lane.** No person shall drive a motor vehicle or other equipment between Aircraft and the passenger gate when passengers are boarding or debarking from the Aircraft.

(E) **Restricted Parking.** No person shall park a vehicle in any manner which blocks or obstructs (1) fire hydrants and the approaches thereto, (2) the gates or emergency exits, or (3) building entrances or exits.

(F) **Right-of-Way Aircraft.** Aircraft taxiing in the AOA shall have the right-of-way over vehicular traffic.

(G) **AOA Speed Limits.** No person shall drive a vehicle on the Airport at a speed greater than is reasonable and prudent under the existing conditions, having due regard to actual and potential hazards. The speed limit on the AOA shall be **fifteen (15) miles per hour**, except as required by snow-removal crews on the runways and taxiways and by emergency vehicles in emergency situations requiring a faster response but always operating in a safe manner under existing conditions.

(H) **Liability Insurance.** No tenant business vehicles or other privately-owned vehicles which are allowed access to the AOA shall be operated with liability-insurance limits of less than **One Million Dollars (\$1,000,000.00)** single consolidated limit. St. Clair County may establish different minimum liability-insurance limits for such vehicles, in which event the limits so established will control.

**2-7-7 PUBLIC PARKING.**

(A) **Compliance with Traffic Signs.** Operators of motor vehicles using the Public Parking Facilities at the Airport shall observe and comply with all regulatory and directional traffic signs while entering and departing said Facilities.

(B) **Parking Spaces.** Vehicles shall be parked in marked spaces only. No person shall park a motor vehicle in any marked parking space in such a manner as to occupy a part of another space.

(C) **Reserved Parking.** No person shall park any vehicle in any reserved-parking area without a valid permit issued by the Airport Administration permitting parking in the reserved area. Each vehicle parked in a reserved-parking area shall prominently display the identifying insignia authorized by the Airport Administration; and every such vehicle shall be parked only in the space or area specifically assigned to it.

**2-7-8 LOADING AND UNLOADING OF VEHICLES.** No person shall stop a motor vehicle for loading, unloading, or any other purpose on the Airport other than in areas specifically designated for such use and only in the manner prescribed by signs, lines, and other means provided. Unattended vehicles shall be cited and may be towed in accordance with **Section 2-7-9** of these Rules and Regulations.

**2-7-9 AUTHORITY TO REMOVE VEHICLES.** The Director or St. Clair County or City of Mascoutah law enforcement officers may remove or cause to be removed from any restricted or reserved areas, any roadway or right-of-way, or any other area on the Airport, any vehicle which is disabled, abandoned, or illegally or improperly parked, or which

creates an operational problem. Any such vehicle may be removed or caused to be removed by the St. Clair County or Mascoutah law enforcement to the official Vehicle Impound Area designated by the Airport Administration. Any vehicle impounded in accordance with the provisions of this Section shall be released to the owner or operator thereof upon proper identification of the vehicle, of the person claiming it, and upon payment of towing charges and the accrued parking and storage fees thereon. Neither the Airport Administration nor the St. Clair County Sheriffs Department nor the City of Mascoutah Police Department shall be liable for damage to any vehicle or loss of personal property which might result from the act of vehicle removal or storage.

**2-7-10 IMPOUND OF VEHICLES IN EMPLOYEE PARKING LOTS.**

Vehicles parked in any Airport employee parking lot without the proper employee parking authorization or abandoned are subject to tow and subject to impound in accordance with **Section 2-7-9**.

**2-7-11 ISSUANCE OF TRAFFIC CITATIONS AND TICKETS.**

Law enforcement officers from the St. Clair County Sheriffs Department and the Mascoutah Police Department are authorized to issue traffic citations or parking tickets for violation of any provision of **Article VII** of the Rules and Regulations governing the operation, loading, unloading, or parking of motor vehicles on the Airport, as well as for any violations of the Illinois Vehicle Code **625 ILCS Sec. 5/1-100 et seq.** which code is hereby adopted in its entirety by reference as part of the Rules and Regulations of the Airport.

**2-7-12 OFF PAVED-SURFACE OPERATION.**

All motor vehicles are prohibited from operating off paved-surface roadways unless previously authorized by the Airport Director.

**ARTICLE VIII – COMMERCIAL GROUND TRANSPORTATION**

All Commercial Ground Transportation Operators shall comply with the following, in addition to other applicable provisions of these Rules and Regulations.

**2-8-1 USE OF FACILITIES.** All Commercial Ground Transportation Operators, unless otherwise provided by agreement or permit with the Airport Administration, shall be allowed to deliver customers to the Airport and to meet pre-reserved customers at the Airport only in places designated by the Airport Administration.

**2-8-2 FEES AND CHARGES.** The Airport Administration will establish and collect fees and charges from the operators of various classifications of Commercial Ground Transportation including but not limited to on-and-off Airport rental car agencies.

**2-8-3 COMPLIANCE WITH RULES, REGULATIONS, PROCEDURES, AND DIRECTIVES.** All operators of Commercial Vehicles shall be subject to these Rules and Regulations, and to the Airport Operating Directives and shall in addition be subject to on-site supervision and direction by authorized Airport Administration personnel.

**2-8-4 CRUISING.** Cruising of any and all Commercial Vehicles is prohibited.

**2-8-5 UNAUTHORIZED PARKING.** No Commercial Vehicle shall be left unattended on Airport property without prior written permission of the Airport Administration, except when parked in the public parking facility.

**2-8-6 SOLICITING.** Commercial Ground Transportation Operators, unless otherwise provided by contract or agreement with the Airport Administration and within the procedures of any and all Operating Directives, shall be specifically prohibited from soliciting at the Airport.

**ARTICLE IX – COMMERCIAL ENTERPRISE CONTRACTS, AIRLINE AGREEMENTS, AND CHARGES**

**2-9-1 COMMERCIAL ENTERPRISE CONTRACT CHARGES.**

(A) Occupancy or rental of any space, or the conduct of any business, commercial enterprise, or other form of revenue-producing activity on the Airport, shall not be permitted unless a written contract for such occupancy, rental, or conduct of business has first been obtained from the Authority and applicable fees, including but not limited to space rental, concession fees, operating fees, reimbursements and applicable taxes, are paid to St. Clair County through the Airport Administration.

(B) Tenants are prohibited from sublease, sublet, or assignment of lease, of any premises location on Airport property and real estate owned by St. Clair County without prior written approval of the Airport Director.

(C) Each tenant is responsible for training its employees on the contents of the Airport Rules and Regulations document, Airport Minimum Standards for Commercial Activities, applicable Operating Directives, and applicable portions of the tenant lease agreement with the Airport Administration.

(D) Tenant must ensure that all tenant employees meet physical and mental standards necessary for the safe conduct of each employee's job task, especially as these tasks relate to safe and rational conduct in and around aircraft and all other areas of the AOA.

(E) Any tenant legally selling or distributing alcoholic beverages to those persons over the age of **twenty-one (21)** shall obtain all permits, licenses and other legal documentation from St. Clair County, the City of Mascoutah and all other agencies which require such permits, licenses and other documentation prior to the sale of any and all alcoholic beverages. The sale of alcoholic beverages on the Airport is limited to the space within the Passenger Terminal designated for such sales under lease and contract with the Airport Administration. Under no circumstances shall alcoholic beverages be sold or distributed to any person under the age of **twenty-one (21)**.

**2-9-2 HOLDERS OF AIR CARRIER OPERATING AGREEMENTS.**

(A) All airlines operating regularly-scheduled passenger flights at the Airport in accordance with a published schedule or operating regularly-scheduled flights for the transport of cargo and/or mail only must become a signatory to an Airport Air Carrier Operating Agreement. Fees will be established by contract.

(B) Airlines operating non-scheduled charter, passenger, or cargo flights at the Airport are not required to become signatories to an Airport Air Carrier Operating Agreement, but may become signatories to an Airport Air Carrier Operating Agreement at any time, provided the average number of non-scheduled flights into the Airport is at least **two (2)** per month.

**2-9-3 OTHER COMMERCIAL AVIATION OPERATORS.** All Commercial Aviation Operators that are not signatories to an Airport Air Carrier Operating Agreement will be charged landing fees which will be equal to or greater than the landing fees charged to airlines which are signatories to an Airport Air Carrier Operating Agreement. The minimum charge for each such landing shall be established by the Airport Administration and shall be paid in accordance with **Section 2-6-1(L)**, unless other agreements are established between the specific Commercial Aviation Operator and the Airport Administration.

**2-9-4 CHARGES.** All charges and fees shall be in accordance with the Operating Directives of the Airport Administration or the terms and conditions of the contracts or agreements between the Airport Administration and the specific commercial enterprise. All user fees shall be determined by the Airport Administration.

**ARTICLE X – PENALTIES**

**2-10-1 CEASE-AND-DESIST ORDERS.** The Airport Director or his or her authorized representative may order any person to cease and desist any activities or conduct in violation of or in non-compliance with the Airport Rules and Regulations, the Airport Minimum Standards for Commercial Activities, or Operating Directives.

**2-10-2 REMOVAL FROM OR DENIAL OF ACCESS TO AIRPORT.**

(A) The Airport Director or his or her authorized representative may order any person(s) who knowingly fails to comply with a cease-and-desist order removed from or denied access to the Airport. An order of removal from or denial of access to the Airport shall be issued by the Airport Director or his or her authorized representative and written orders may be hand-delivered or sent by certified mail to the person's last known address.

(B) Such order shall set forth the reasons and dates on which removal or denial of access shall begin and end.

**2-10-3 REVIEW OF ORDERS.**

(A) Within **ten (10) days** of an order described in **Section 2-10-1** or **2-10-2** above, the person affected by that order may request review of the order. Such request shall be sent to the Airport Director by certified mail and shall specify all reasons why the decision of the Airport Director should be changed or modified. Within **ten (10) days** of receipt of the request for review, the Airport Director shall send a written decision by certified mail to the person requesting review.

(B) The Airport Director's decision is final unless within **ten (10) days** from the Airport Director's decision the applicant submits a written notice of appeal to the Chairman, Public Building Commission, at 10 Public Square, Belleville, Illinois 62220-9989. No further evidence shall be presented, and only the written records shall be available to the Commission, which shall decide the matter at a regularly-scheduled meeting within **sixty (60) days** of receipt of notice of appeal. The Commission shall notify the parties of its decision by certified mail. The decision of the St. Clair County Public Building Commission is final and is subject to appeal in accordance with the laws of the State of Illinois.

**2-10-4 REMOVAL OF PROPERTY.**

(A) The Director or St. Clair County or the City of Mascoutah law enforcement officers may remove or cause to be removed from any restricted or reserved areas, any roadway or right-of-way, or any other area on the Airport, any property which is disabled, abandoned, or which creates an operational problem, nuisance or safety hazard or which otherwise is placed in an illegal, improper, or unauthorized manner. Any such property



may be removed or caused to be removed by the Director or St. Clair County or Mascoutah law enforcement to an official Impound Area or other area designated by the Airport Administration.

(B) Any property impounded in accordance with the provisions of this Section shall be released to the owner or operator thereof upon proper identification of the property, of the person claiming it, and upon payment of any towing, removal, storage, and other accrued charges and fees. Neither the Airport Administration nor the St. Clair County Sheriffs Department nor the City of Mascoutah Police Department shall be liable for damage to any property or loss of property which might result from the act of removal or storage.

**2-10-5**     **INTENT.** Nothing in the preceding sections is intended to preclude any personnel authorized by the Airport Administration from taking other action authorized by law.

**2-10-6**     **CIVIL RESPONSIBILITY.** The imposition or payment of any forfeiture or fine imposed by these Rules and Regulations shall not relieve any person from the civil consequences of his or her acts in any manner or form whatsoever.

**(Ord. No. 99-703; 12-28-99)**