

MINUTES OF THE REGULAR MEETING OF COMMISSIONERS
OF THE KANKAKEE VALLEY AIRPORT AUTHORITY

January 9, 2017

Call to Order: The regular meeting for the month of January of the Board of Commissioners of the Kankakee Valley Airport Authority was called to order at 5:00 p.m. on Monday January 9, 2017 in the Board Room of the Robert B. Glade Terminal Building at the Greater Kankakee Airport, Kankakee, Illinois. Present: Commissioners Wilder, Payne, Glade, Langlois, Jacobi, and Kuntz. Also present: Jeff Benoit, Airport Manager, Pamela A. Rose, Airport Office Manager, and Gary Ratcliff, Line Service Supervisor. A quorum was present. Absent: Attorney Donahue.

Approval of Minutes: The minutes from the regular monthly meeting on Monday, December 12, 2016 were reviewed. A motion was made by Commissioner Glade and seconded by Commissioner Langlois to accept the minutes as presented. On roll call the following voted aye: Commissioners Wilder, Payne, Glade, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.

Public Comment: None at this time.

New Business:

- Phones: Jeff Benoit turned this over to Commissioner Kuntz to discuss the proposal from Goodwin Communications. Commissioner Payne motioned to accept the proposal as presented and seconded by Commissioner Glade. On roll call the following voted aye: Commissioners Wilder, Payne, Glade, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.
- LaCost Hangar: Jeff Benoit discussed the upcoming renewal date for the permit. Following a discussion, it was agreed that we proceed to negotiate a new cost for the monthly rent based off rental values from similar hangars.
- Highway Billboards: Jeff Benoit discussed the highway billboard signs as some have been expired for several years. Following a brief discussion, it was agreed to move forward and discuss renewals with owners of billboards.
- Runway Salt: Jeff Benoit reported that the salt was ordered, delivered, and is ready for use when needed.

Manager's Report:

- Hangar/Facility Fee Report: Jeff Benoit reported an update on the available hangars and fuel sold for the month of December and year to date.

Bills Presented: The bills were presented to the board for December 13 – 31, 2016 and January 1 – 9, 2017 in the amount of \$ 119,153.60. Commissioner Jacobi motioned and seconded by Commissioner Payne, approved the bills to be paid. On roll call the following voted aye: Commissioners Wilder, Payne, Glade, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.

Accounts Receivables: Jeff Benoit discussed the Accounts Receivables for the month of December. During the discussion, Jeff reported that a payment for the Wildlife Study was received in the amount of \$19,995.08. Jeff reported also that we would be receiving a check from the Department of Military for the current land rent in the amount of \$9,200.00.

Financial Statements:

- October 2016: Commissioner Payne reported on the financial statements for the month of October 2016.
- November 2016: Commissioner Payne reported on the financial statements for the month of November 2016.
A motion was made by Commissioner Langlois to accept the financial statements as presented and seconded by Commissioner Kuntz. On roll call the following voted aye: Commissioners Wilder, Payne, Glade, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.

Old Business:

- Big Blue Heaters: Jeff Benoit discussed the two (2) proposals for repairs for the heaters. Following a discussion Commissioner Jacobi motioned to accept the proposal from Holohan Heating and Sheetmetal, Inc. in the amount of \$10,831.00 contingent upon confirmation of the two (2) 250,000 BTU per unit and review of the manufacturer specifications to adequately heat the required space, seconded by Commissioner Langlois. On roll call the following voted aye: Commissioners Wilder, Payne, Glade, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.
- Wildlife Study: This was discussed during the Accounts Receivable discussion.
- Tax Exemptions: Attorney Donahue has filed the paperwork with the County Assessor and is researching additional properties for tax exemptions.

Executive Session:

- A motion was made by Commissioner Glade and seconded by Commissioner Payne to move to Executive Session. All in favor say aye, nays: none. Motion carried.

- A motion was made by Commissioner Jacobi and seconded by Commissioner Langlois to move to open session. All in favor say aye, nays: none. Motion carried.
- Personnel: During executive session personnel issues were discussed. No action taken at this time.

Open Discussion: The Airport Authority has received a FOIA Request. The requested information will be provided to Attorney Donahue for review and sent.

Next Meeting: Monday February 13, 2017 at 5:00pm

Adjournment: There being no further business to discuss, a motion was made by Commissioner Jacobi and seconded by Commissioner Kuntz to adjourn the meeting at 6:10 pm.

Signature: _____