

MINUTES OF THE REGULAR MEETING OF COMMISSIONERS
OF THE KANKAKEE VALLEY AIRPORT AUTHORITY
June 12, 2017

Call to Order: The regular meeting for the month of June of the Board of Commissioners of the Kankakee Valley Airport Authority was called to order at 5:00 p.m. on Monday June 12, 2017 in the Board Room of the Robert B. Glade Terminal Building at the Greater Kankakee Airport, Kankakee, Illinois. Present: Commissioners Wilder, Glade, Jacobi, Kuntz, and Kraetzer. Also, present: Jeff Benoit, Airport Manager, Pamela A. Rose, Airport Office Assistant, Gary Ratcliff, Line Service Supervisor and Alex Ault, Airport Operations Leader. Visitors: Mr. Rende Langlois, Mr. Michael Caraway, and Mr. Steve Russell. Absent: Commissioner Payne. A quorum was present.

Approval of Minutes: The minutes from the regular monthly meeting on Monday, May 8, 2017 were reviewed. A motion was made by Commissioner Jacobi and seconded by Commissioner Glade to accept the minutes as presented. On roll call the following voted aye: Commissioners Wilder, Glade, Kuntz, Jacobi, and Kraetzer. Nays: none. Motion carried.

Public Comment: Mr. Michael Caraway discussed the possibility of the center line on the runway be repainted. Chairman Wilder discussed the repair and availability of the public restroom located by the maintenance building.

New Business:

- Wedding Event –The suggestion of a wedding and reception in fall of 2018 was discussed. After a brief discussion, the board decided this is not in the best interest of the Airport Authority.
- Airport Manager Contract – This will be discussed in Executive Session.

Manager's Report:

- Hangar/Facility Fee Report – Jeff discussed the hangar report, facility fee, and fuel sold for the month of May.
- Online Bill Payments – Jeff discussed moving towards paying bills online which will be more efficient. After a brief discussion, the board was in favor with paying bills online.
- Surplus Equipment – Jeff discussed and provided pictures of surplus equipment that the airport is not using at this time. More research is needed at this time.

Upcoming Events:

- July 19 – 23, 2017 – Air Power History Tour. A brief discussion followed concerning if The Collins Foundation would be back this year. Jeff to contact them to schedule a visit.

Bills Presented: Following a brief discussion, a motion was made by Commissioner Jacobi and seconded by Commissioner Kuntz to approve the bills presented in the amount of \$98,156.04.

Accounts Receivable: The Outstanding Accounts Receivables will be reviewed and discussed at the July 10, 2017 meeting. Jeff reported that the claim for Mr. Joseph Flanigan's crop loss has been granted with the Court of Claims.

Financial Statements: The May financial statements will be reviewed and discussed at the July 10, 2017 meeting.

Old Business:

- I.C.E. Project – Jeff provided an update. Commissioner Kraetzer provided an update on the meeting that Jeff, Representative Parkhurst, and Kyle had.

It was motioned by Commissioner Glade and seconded by Commissioner Jacobi to move to Executive Session. It was motioned by Commissioner Glade and seconded by Commissioner Jacobi to move to open session.

During Executive Session Personnel issues were discussed. No action was taken at this time.

Open Discussion: Jeff discussed the upcoming audit this week, read an email from a pilot who stopped in recently and praised Pamela A. Rose, for making his stopover both pleasant and successful. In regards to the fence project, the sealed bids will be opened on Friday June 16, 2017. Jeff explained that the AWOS will be moved this week. Jeff introduced Alex Ault, the Airport Operations Leader.

Next meeting will be on Monday July 10, 2017 at 5:00 pm.

There being no further business Commissioner Jacobi motioned and seconded by Commissioner Kuntz to adjourn the meeting at 6:02 pm.