

MINUTES OF THE REGULAR MEETING OF COMMISSIONERS  
OF THE KANKAKEE VALLEY AIRPORT AUTHORITY  
July 10, 2017

Call to Order: The regular meeting for the month of July of the Board of Commissioners of the Kankakee Valley Airport Authority was called to order at 5:00 p.m. on Monday July 10, 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: Rende Langlois, Michael Caraway, and Andrew Wheeler, County Board Chairman. Absent: Commissioner Payne. A quorum was present.

Approval of Minutes: The minutes from the regular monthly meeting on Monday, June 12, 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: None at this time.

New Business:

- Farm Land Bid Opening: Chairman Wilder turned the meeting over to Commissioner Jacobi at this time. Three sealed bids were received for the lease of 642 acres of airport farmland property. The lease is for a period of three years, 11/01/17 – 10/31/20. Mr. Joseph Flanigan's opening bid was \$180 per acre; Stauffenberg Farms opening bid was \$186 per acre, and Mr. Aaron Combs opening bid was \$210.00 per acre. All bids were acceptable and met all requirements, including each farmer presenting a certified cashier's check for ten percent of the opening bid amounts. The floor was opened to the bidders to allow them a chance to raise their bids. Mr. Joseph Flanigan was the highest bidder at \$250 per acre. A motion was made by Commissioner Kuntz and seconded by Commissioner Glade to accept the bid from Mr. Joseph Flanigan in the amount of \$250.00 per acre. On roll call the following voted aye: Commissioners Wilder, Glade, Kuntz, Jacobi, and Kraetzer. Nays: none. Motion carried.
- Runway Painting on 4/22: Jeff Benoit discussed the update on the painting of runway 4/22. Following a discussion, a motion was made by Commissioner Kuntz and seconded by Commissioner Jacobi to accept the Airport Manager's proposal to repaint the lines of 4/22 for paint and machine not to exceed \$20,000.00. On roll call the following voted aye: Commissioners Wilder, Glade, Kuntz, Jacobi, and Kraetzer. Nays: none. Motion carried.

Manager's Report:

- Items to be auctioned off: Jeff Benoit discussed the excess of equipment such as generators and other miscellaneous items to be auctioned off with the upcoming LaCost Auction. Following a brief discussion, it was agreed by the Commissioners to apply for a lost title for the Jeep and put that on eBay.
- LaCost Auction: Jeff Benoit discussed the update status on this event and that there will be no parking on the ramp and crowd control will be in effect.
- 4/22 Runway Closure – Aug. 9 – 22, 2017: Jeff Benoit discussed the status on this, that the dates were changed due to the upcoming event of The Collins Foundation coming in on August 2 – 4 , 2017.
- Elite Sublease: Jeff Benoit discussed and presented a letter from Elite Flight Training and Aircraft Management, LLC, to sublease Executive Hangar C, known as Big Blue. Following a brief discussion, it was agreed that no decision be made at this time.

Upcoming Events:

- July 19 – 23, 2017 – Air Power History Tour
- August 2 - 4, 2017 – Collins Foundations

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 \$ 141,912.18. On roll call the following voted aye: Commissioners Wilder, Glade, Kuntz, Jacobi, and Kraetzer. Nays: none. Motion carried.

Accounts Receivable: Jeff Benoit discussed the Accounts Receivables for the month of May and June, and the State of Illinois, Department of Military payment status per Colonel Holan.

Financial Statement: May 2017: Jeff Benoit discussed the financials for the month of May. A motion was made by Commissioner Jacobi and seconded by Commissioner Kraetzer. On roll call the following voted aye: Commissioners Wilder, Glade, Kuntz, Jacobi, and Kraetzer. Nays: none. Motion carried.

Old Business:

- I.C.E. Project: Jeff Benoit discussed the status update on this project. Chairman Wilder has requested an action plan or timeline with the steps required to make the necessary improvements to the runways and/or taxiways.

Executive Session:

A motion was made by Commissioner Kuntz and seconded by Commissioner Jacobi to move to Executive Session. All in favor say aye: nays: none. Motion carried.

A motion was made by Commissioner Glade and seconded by Commissioner Kraetzer to move to Open Session. All in favor say aye: nays: none. Motion carried.

During Executive Session personnel issues were discussed and will make an offer for a multi-year contract to the Airport Manager.

Open Discussion: Jeff Benoit passed out Employee Handbooks with updated changes for the board members to review and provide feedback. Commissioner Kraetzer requested a wish list for services and equipment that could provide additional revenue for the airport.

Next Meeting August 14, 2017

Adjournment: There be no further business, Commissioner Glade motioned and seconded by Commissioner Kuntz to adjourn the meeting at 6:30 pm.