

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

October 9, 2017

Call to Order: The regular meeting for the month of October of the Board of Commissioners of the Kankakee Valley Airport Authority was called to order at 5:00 p.m. on Monday October 9, 2017 in the Board Room of the Robert B. Glade Terminal Building at the Greater Kankakee Airport, Kankakee, Illinois. Present: Commissioners Wilder, McAfee, Glade, Kraetzer, Jacobi, and Kuntz. Also, present: Jeff Benoit, Airport Manager, Pamela A. Rose, Airport Office Assistant, Alex Ault, Airport Operation Leader, and Gary Ratcliff, Line Service Supervisor, Visitors: Mr. Dale Werner, Mr. Steve Tholen from Tholen's Landscape and Garden Center, Inc., and Mr. Mark Wilkerson from SGC Power. A quorum was present.

Approval of Minutes: The minutes from the regular monthly meeting on Tuesday September 12, 2017 were reviewed. A motion was made by Commissioner Glade and seconded by Commissioner Jacobi to accept the minutes as presented. On roll call the following voted aye: Commissioners Wilder, McAfee, Glade, Kraetzer, Jacobi, and Kuntz. Nays: none. Motion carried.

Public Comment: Mr. Steve Tholen from Tholen's Landscape and Garden Center, Inc. presented ceramic tiling issues that is causing flooding on the property he rents.

New Business:

- Solar Power Presentation: Jeff Benoit introduced Mr. Mark Wilkerson. Mr. Wilkerson discussed the benefits of Solar Power with the option to lease 11.5 acres. No decision was made at this time.
- FY 2017 – 2018 Annual Budget: Jeff Benoit presented the new Fiscal Year Budget. Following a brief discussion, a motion was made by Commissioner Jacobi and seconded by Commissioner Kuntz to accept the budget as presented.
- Tree Removal Proposal: Jeff Benoit presented the proposal from Patrick Ryan Construction to remove trees on the West side of Runway 4/22. Following a brief discussion, it was decided to request additional bids.

Manager's Report:

- Hangar/Facility Fee Report: Jeff Benoit discussed the available hangars, facility fees to date, and fuel sold for the month of September.
- Truck Repair/FleetPride: Jeff Benoit discussed the repair invoice. After a brief discussion it was agreed by the board members to contact FleetPride to discuss an adjustment in the invoice. A motion was made by Commissioner Jacobi and

seconded by Commissioner Kuntz to pay the invoice. Jeff is to report on findings at next meeting.

- Hangar Upgrade Reimbursement: Chairman Wilder discussed the reimbursement to Elite Flight Training and Aircraft Management, Inc. for improvements to Executive C Hangar, Big Blue in the amount of \$14,987.00. A motion was made by Commissioner Glade and seconded by Commissioner McAfee to approve the reimbursement as presented.
- ComEd Letter: Jeff Benoit discussed the letter that was received from ComEd. Following a brief discussion, it was agreed that Jeff would follow-up with additional research and report back to board at the next meeting.

Bills Presented: Jeff Benoit presented the bills. Following a brief discussion, a motion was made by Commissioner Jacobi and seconded by Commissioner Glade to approve the bills as presented in the amount of \$132,283.83, subject to the approval of the successful renegotiation of the FeetPride payment in the amount of \$7,149.11. On roll call the following voted aye: Commissioners Wilder, McAfee, Glade, Kraetzer, Jacobi, and Kuntz. Nays: none. Motion carried

Accounts Receivable: Jeff Benoit presented the Accounts Receivable.

Financial Report – August: Jeff Benoit discussed the financial statement for the month of August.

Old Business:

- Audit Letter: The required signatures were obtained.
- Flanigan's Lease: The required signatures were obtained.
- Tholen's Lease: The required signatures were obtained.
- Superior Lease: Commissioner Jacobi did inform the board the lease has been returned with the signatures from Superior Air Ambulance. She will forward the lease for the required signatures of the Airport Authority Board Members.

A motion was made by Commissioner Kuntz and seconded by Commissioner Kraetzer to move to Executive Session.

A motion was made by Commissioner Kuntz and seconded by Commissioner Kraetzer to move to open session.

Executive Session: During executive session we discussed land acquisition and Human Resource issues.

Open Discussion: Chairman Wilder recognized James Kamman for his years of service at the Kankakee Valley Airport Authority.

Next Meeting – Monday November 13, 2017

Adjournment: There being no further discussion a motion was made by Commissioner Glade and seconded by Commissioner Kuntz to adjourn the meeting.