

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

November 13, 2017

Call to Order: The regular meeting for the month of November of the Board of Commissioners of the Kankakee Valley Airport Authority was called to order at 5:00 p.m. on Monday November 13, 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, Airport Operations, Visitors: Mr. Dale Werner, Mr. Steve Tholen from Tholen's Landscape and Garden Center, Inc. A quorum was present.

Approval of Minutes: The minutes from the regular monthly meeting on Monday October 9, 2017 were reviewed. A motion was made by Commissioner Jacobi and seconded by Commissioner Kuntz 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. Dale Werner inquiring about the land acquisition purchase. Mr. Steve Tholen from Tholen's Landscape and Garden Center, Inc. presented information and quote to replace drainage tile that is causing flooding on the property he leases from KVAA.

New Business:

- A motion was made by Commissioner Jacobi and seconded by Commissioner McAfee to suspend the required reading of the two (2) ordinances. On roll call the following voted aye: Commissioners Wilder, McAfee, Glade, Kraetzer, Jacobi, and Kuntz. Nays: none. Motion carried.
- Budget Appropriations Ordinance 17-1: After a brief discussion a motion was made by Commissioner Jacobi and seconded by Commissioner Kuntz to approve Ordinance 17-1, Establishing the Budget and Making Appropriations for the Kankakee Valley Airport Authority for the Fiscal Year Ending April 30, 2018. On roll call the following voted aye: Commissioners Wilder, McAfee, Glade, Kraetzer, Jacobi, and Kuntz. Nays: none. Motion carried.
- Tax Levying Ordinance 17-2: After a brief discussion a motion was moved by Commissioner Jacobi and seconded by Commissioner Kuntz to Ordinance 17-2, Ordinance of The Kankakee Valley Airport Authority Levying Taxes for the Fiscal Year Ending April 30, 2018. On roll call the following voted aye:

Commissioners Wilder, McAfee, Glade, Kraetzer, Jacobi, and Kuntz. Nays: none. Motion carried.

- Bank Signature Resolution: After a brief discussion a motion was made by Commissioner McAfee and seconded by Commissioner Kraetzer to update the authorized signatures for the Kankakee Valley Airport Authority for all financial transactions. On roll call the following voted aye: Commissioners Wilder, McAfee, Glade, Kraetzer, Jacobi, and Kuntz. Nays: none. Motion carried.
- Trailer Purchase: Jeff Benoit presented two (2) quotes for a flatbed trailer to move equipment around the airport. After a brief discussion, a motion was made by Commissioner Glade and seconded by Commissioner Kuntz to accept the proposal from Kankakee Truck Equipment, Inc. in the amount of \$ 6,657.00. On roll call the following voted aye: Commissioners Wilder, McAfee, Glade, Kraetzer, Jacobi, and Kuntz. Nays: none. Motion carried

Manager's Report:

- Hangar/Facility Fee Report: Jeff Benoit discussed the available hangars, facility fees to date, and fuel sold for the month of October. A request was made to get an updated drawing of improvements from Superior Air Ambulance for our files.

Bills Presented: Jeff Benoit presented the bills. Following a brief discussion, a motion was made by Commissioner Kuntz and seconded by Commissioner Jacobi to approve the bills as presented in the amount of \$240,170.41. 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 for the month of October.

Financial Statements – September: Jeff Benoit discussed the financial statements for the month of September.

Old Business:

- ComEd Letter: Jeff Benoit spoke with Mr. Mike Pence from ComEd to request an adjustment on the bill. A response from ComEd was received stating they would only speak with an attorney. Information to be forwarded to Commissioner Jacobi.
- Solar Energy: Jeff Benoit provided an update. A lease was presented for review. No action was taken at this time.

- Tree Removal: Jeff Benoit presented proposals from two (2) different companies. After a brief discussion, it was agreed by the board members to get more information. No action taken at this time.

A motion was made by Commissioner Jacobi and seconded by Commissioner Glade to move to Executive Session.

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

Executive Session: During Executive Session we discussed to present an offer for the farm land acquisition.

Open Discussion: Following a brief discussion it was agreed to move the December meeting to Monday December 18, 2017 at 5:00 pm.

Next Meeting: Monday December 18, 2017 at 5:00 pm.

Adjournment: There being no further business at this time, a motion was made by Commissioner Kuntz and seconded by Commissioner Kraetzer to adjourn the meeting. Meeting adjourned at 6:10 pm.