

MINUTES OF THE REGULAR MEETING OF COMMISSIONERS  
OF THE KANKAKEE VALLEY AIRPORT AUTHORITY  
December 12, 2016

Call to Order: The regular meeting for the month of December of the Board of Commissioners of the Kankakee Valley Airport Authority was called to order at 5:00 p.m. on Monday December 12, 2016 in the Board Room of the Robert B. Glade Terminal Building at the Greater Kankakee Airport, Kankakee, Illinois. Present: Commissioners Wilder, Glade, Langlois, and Kuntz. Also present: Jeff Benoit, Airport Manager, Pamela A. Rose, Airport Office Manager, Gary Ratcliff, Line Service Supervisor, and Attorney Donahue. A quorum was present. Absent: Commissioners Payne and Jacobi.

Approval of Minutes: The minutes from the regular monthly meeting on Monday November 14, 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, Glade, Langlois, and Kuntz. Nays: none. Motion carried.

Public Comment: None at this time.

New Business:

- Elite Flight Training: Jeff Benoit reported that the new lease has been signed.
- Air Power History Tour: Jeff Benoit reported that the Air Power History Tour would like to return for a tour stop, July 19 – 23, 2017. After a brief discussion, all were in favor of welcoming the tour back.
- Transportation Improvements Proposal (TIPs): Jeff Benoit discussed the proposal for upcoming projects including Phases 1 and 2 for the fence project.
- Tax Exempt Property Filing: Jeff Benoit turned this over to Attorney Donahue. Attorney Donahue discussed upon his research several properties should be tax exempt that we are currently paying taxes on. Attorney Donahue was going to proceed for filing the necessary paperwork for exemptions.

Manager's Report:

- Hangar/Facility Fee Report: Jeff Benoit reported an update on the available hangars and fuel sold for the month of November and year to date.
- Wildlife Nuisance License: Jeff Benoit reported on the update of the Wildlife Nuisance License. The permit is for 90 days and allows up to two (2) individuals on the permit.

Bills Presented: The bills were presented to the board for November 14 – December 12,, 2016 in the amount of \$ 357,501.05. Commissioner Glade moved and seconded by Commissioner Kuntz to approve the bills be paid. On roll call the following voted aye: Commissioners Wilder, Glade, Langlois, and Kuntz. Nays: none. Motion carried.

Accounts Receivable: Jeff Benoit reported on the Accounts Receivables for the month of November. Attorney Donahue provided an update on hangar I-99.

#### Financial Statements:

- October: Jeff Benoit reported on the financial statements for the month of October.
- November: Jeff Benoit reported on the financial statements for the month of November.

#### Old Business:

- Maintenance Equipment: Jeff Benoit reported that the new equipment for excavating has been ordered and should be delivered by the end of the year.
- Big Blue Heaters: Jeff Benoit discussed the two (2) new additional proposals which were requested at the previous board meeting. No decision was made at this time. Additional research is needed.
- ICE Update: Jeff Benoit discussed the update on this project. The next step is to set a meeting with the Transportation Carrier. Project is moving in a positive way.
- Fence Update: Jeff Benoit reported that this will be going out for bid in June 2017.
- AT&T Lease Update: Jeff Benoit reported on the update of the lease. AT&T has approved the Letter of Intent and we are waiting on the approval of the lease which will be a 5-year lease with a 3% increase per year.
- Court of Claims Update – Flanigan Settlement: Attorney Donahue reported that the paperwork has been filed with the Court of Claims including attorney fees.

Executive Session: None at this time.

#### Open Discussion:

- Jeff Benoit discussed the option of researching additional insurance companies to cover the insurance for the airport. Jeff also reported on the generator repairs for the FAA building.

Next Meeting: Monday January 9, 2017

Adjournment: There being no further business to discuss, a motion was made by Commissioner Langlois and seconded by Commissioner Kuntz to adjourn the meeting at 6:05 pm.

Signature: \_\_\_\_\_