

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

December 18, 2017

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 5:02 p.m. on Monday December 18, 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, and Kuntz. Absent: Commissioner Jacobi. Also, present: Jeff Benoit, Airport Manager, Pamela A. Rose, Airport Office Assistant, Alex Ault, Airport Operation Leader. Visitors: Mr. Dale Werner, Mr. Doug Flageole, and Mr. David Flageole. A quorum was present.

Approval of Minutes: The minutes from the regular monthly meeting on Monday November 13, 2017 were reviewed. A motion was made by Commissioner Glade and seconded by Commissioner Kuntz to accept the minutes as presented. On roll call the following voted aye: Commissioners Wilder, McAfee, Glade, Kraetzer, and Kuntz. Nays: none. Motion carried.

Public Comment: None at this time.

New Business: None at this time.

Manager's Report:

- Hangar/Facility Fee Report: Jeff Benoit discussed the available hangars, facility fees to date, and fuel sold for the month of November.

Bills Presented: Jeff Benoit presented the bills. Following a brief discussion, a motion was made by Commissioner Kuntz and seconded by Commissioner McAfee to approve the bills as presented in the amount of \$ 337,453.61. On roll call the following voted aye: Commissioners Wilder, McAfee, Glade, Kraetzer, and Kuntz. Nays: none. Motion carried.

Accounts Receivable: Jeff Benoit presented the Accounts Receivable for the month of November.

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

Old Business:

- ComEd Letter: Jeff Benoit discussed the ComEd Letter. Following a brief discussion, no action was taken at this time.
- Solar Energy: Jeff Benoit discussed the Solar Energy lease. Following a brief discussion, more research is needed at this time.
- Tree Removal: Jeff Benoit discussed the tree removal on the west side of Runway 4/22. Following a brief discussion, a motion was made by Commissioner Glade and seconded by Commissioner Kraetzer to accept the bid from Patrick Ryan Construction in the amount of \$14,850.00. On roll call the following voted aye: Commissioners Wilder, McAfee, Glade, Kraetzer, and Kuntz. Nays: none. Motion carried.
- Farm Drainage Tile: Jeff Benoit discussed the farm drainage issue on Tholen's Landscape and Garden Center land that they rent from the airport. Following a brief discussion, a motion was made by Commissioner Kuntz and seconded by Commissioner Glade to add an addendum to the current lease and accept the bid from LeVeque's Drainage, LLC. in the amount of \$ 9,375.20. The Kankakee Valley Airport Authority's portion is \$8,167.70 and Tholen's Landscape and Garden Center's portion is \$1,207.50.

A motion was made by Commissioner Glade and seconded by Commissioner Kuntz 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 land acquisition and personnel issues were discussed.

Open Discussion: Chairman Wilder asked all board members to please complete the online Open Meetings Act training and provide a copy of the certificate to the airport office to keep in the files.

There being no further business, a motion was made by Commissioner Kuntz and seconded by Commissioner McAfee to adjourn the meeting at 6:32 pm.