

MINUTES OF THE REGULAR MEETING OF COMMISSIONERS
OF THE KANKAKEE VALLEY AIRPORT AUTHORITY
June 11, 2018

Call to Order: The regular meeting for the month of June of the Board of Commissioners of the Kankakee Valley Airport Authority was called to order at 5:00 p.m. on Monday June 11, 2018 in the Board Room of the Robert B. Glade Terminal Building at the Greater Kankakee Airport, Kankakee, Illinois. Present: Commissioners Wilder, Langlois, Kuntz, Jacobi, and Kraetzer. Absent: Commissioner McAfee. Also, present: Jeff Benoit, Airport Manager, Pamela A. Rose, Airport Office Assistant, Alex Ault, Airport Operations Leader and Attorney Bohlen. A quorum was present.

Approval of May 14, 2018 Minutes: The minutes from the regular monthly meeting on Monday May 14, 2018 were reviewed. A motion was made by Commissioner Jacobi and seconded by Commissioner Kraetzer to accept the minutes as presented. On roll call the following voted aye: Commissioners Wilder, Kraetzer, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.

Approval of May 29, 2018 Minutes: The minutes from the special meeting on Tuesday May 29, 2018 were reviewed. A motion was made by Commissioner Langlois and seconded by Commissioner Kuntz to accept the minutes as presented. On roll call the following voted aye: Commissioners Wilder, Kraetzer, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.

Public Comment: None at this time.

New Business:

- Airport Manager Employment Agreement: Chairman Wilder reported that he asked Commissioners Langlois and Kuntz to work together with Jeff Benoit on a new employment agreement and report back to the board.
- Continuing Spending Resolution: Attorney Bohlen reported the resolution allows the airport to continue spending until the new budget is adopted. A motion was made by Commissioner Langlois and seconded by Commissioner Jacobi. On roll call the following voted aye: Commissioners Wilder, Kraetzer, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.
- Key Outdoor Lease: Jeff Benoit reported that the Key Outdoor lease was approved by Attorney Bohlen. A motion was made by Commissioner Jacobi and seconded by Commissioner Kuntz to approve the lease as the terms discussed. On roll call the following voted aye: Commissioners Wilder, Kraetzer, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.

- Dusty's Outdoor Media Lease: Jeff Benoit reported on the update of the lease. The lease will be reviewed by Attorney Bohlen.
- Southwest Quadrant Apron Taxiway Pavement Project: Jeff Benoit reported on the updated status of this project. The agreement needs the required signatures to send back to Crawford Murphy & Tilly.

Manager's Report:

- Hangar/Facility Fee Report: Jeff Benoit provided an update on available hangars, facility fees collected, and fuel pumped for the month of May.
- Hangar Repair: Jeff Benoit reported and presented quotes for repair of hangar C 33. After a brief discussion, it was agreed by the board members to table this repair until after the Southwest Quadrant Apron Repair is completed.
- Airport Operations Equipment Purchase: Jeff Benoit presented information on purchasing new equipment. Following a brief discussion, it was agreed to place an ad in the paper for the equipment and get sealed bids.
- FSS Flood: Jeff Benoit reported on the flood and damage that had happened over the weekend of June 3, 2018.
- Fence Gate # 2 Motor Replacement: Jeff Benoit reported on the fence gate # 2 motor replacement.
- Pause for Patriotism Recap: Jeff Benoit reported on the recap of the event. Weather played a factor in the turn out. Pause for Patriotism is to provide a letter for request to have the event at the airport in May 2019.

Bills Presented: The bills were presented to the board for May 15 – June 11, 2018 in the amount of \$99,785.11. Following a brief discussion, a motion was made by Commissioner Jacobi and seconded by Commissioner Kraetzer to approve the bills as presented. On roll call the following voted aye: Commissioners Wilder, Kraetzer, Langlois, Jacobi, and Kuntz. Nays: none. Motion carried.

Accounts Receivable: Jeff Benoit reported that we are continuing to work with the accounting office and the auditor to clear up some issues in QuickBooks.

Financial Statements: Jeff Benoit reported on the financial statements for the month of May.

Old Business:

- Solar Energy: Attorney Bohlen reported on the update of this project.
- Werner Farm Partnership: Attorney Bohlen provided an update and the closing will be on Friday June 22, 2018.
- Flageole Rent Proposal: Jeff Benoit reported no update at this time.

Executive Session: None at this time.

Open Discussion: None at this time.

Next Meeting: Monday July 9, 2018 at 5:00 pm.

Adjournment: There being no further business, a motion was made by Commissioner Langlois and seconded by Commissioner Jacobi to adjourn the meeting at 5:59 pm.