

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, JUNE 27, 2018
RAMADA PLAZA CHICAGO NORTH SHORE
1090 S MILWAUKEE AVE
WHEELING, IL 60090
4:00 PM**

I. Call to Order and Roll Call

Chairman Harris called the meeting to order at 4:00 PM. Roll call confirmed the following present: Directors, Katz, Kearns, Kiefer, Kolssak, Lang and Saewert.

Absent: None

Also in Attendance: Jamie Abbott – Executive Director
 George Sakas – Director of Economic Development
 Jennifer Pfeifer- Recording Secretary
 Jason Griffith – Director of Finance
 Tom Lester – Attorney

II. Pledge of Allegiance

Chairman Harris led those in attendance in the Pledge of Allegiance.

III. Approval of Minutes

A motion was made by Director Kolssak and seconded by Director Kearns to approve the minutes from the May 16, 2018 Regular Board Meeting. The motion to approve the minutes was approved by voice vote. Ayes: Directors Katz, Kearns, Kiefer, Kolssak and Lang. Nays: None. Abstain: Director Saewert. Absent: None.

IV. Changes to the Agenda

None.

V. Public Comments

None.

VI. Hearing and Reports

A) Treasurer's Report

Jason Griffith gave the treasurer's report. May's total flight operations were 7,209, which is up 389 operations over April. Total fuel flowage was 573,855 gallons, which is

up 73,800 gallons compared to April, both Jet A and 100 LL increased. Fifty U.S. Customs operations which is 12 more than April. May is the first operation month of the fiscal year. Operating income was \$215,957 and net income was \$151,337 for the month of May.

Director Katz spoke about the nearly complete audit. The final results will be done the end of July which is ahead of last year's schedule.

B) Executive Director's Report.

Executive Director, Jamie Abbott, reported on the following:

- ➔ Jamie reminded everyone that Rock 'n' Run the Runway is this Saturday. The run is at 8:00 a.m. and the evening event starts at 5:00 p.m. He gave a summary of the events.
- ➔ The airport will have a float in the Prospect Heights 4th of July parade this year, all are welcome to join us.
- ➔ Construction items:
 - Hawthorne's new hangar is progressing well despite the weather
 - A report will be presented in July on the U.S. Customs facility including floor plans and cost estimates from 845 Design and Morgan Harbour.
- ➔ Spoke about meeting with the Forest Preserve, Brian Welker and Dan Pape to discuss the trees at the approach end of Runway 24. The tall trees cause the displaced threshold of the runway and he's looking into the feasibility of trimming the trees.
- ➔ Rob Mark is being awarded the Wright Brothers Master Pilot award this evening for fifty years of safe flying.

Chairman Harris asked what the next step is regarding the trees. Dan Pape, CMT, said there would be a land use committee evaluation and an evaluation by an arborist. A report would be prepared, and alternatives consider. There are approximately 70 trees and the cost estimate is \$50,000-\$75,000 per tree. The FAA would only financially support one tree trimming.

Director Kiefer asked if the FAA would contribute any money towards the tree trimming. Dan said since Runway 6/24 is a third runway, so the answer is maybe. He also asked about the new generator for the administration building. Jamie said the new generator was needed because of past power problems and a new office is not a priority.

Director Kolssak spoke about the high cost of trimming the trees, the low usage of Runway 6/24 and further work by engineering consultants on this issue should stop. Dan said he wanted to give a response to the board's inquiry about the issue.

Director Saewert spoke about his experience with the levees on River Road and said he will look into any helpful information he can locate for the tree situation.

Director Lang noted that many of the trees in that area are already being cut down and it's not worth the cost to do more. He also mentioned that Governor Rauner and Representative Schneider will be coming to the 5K event on Saturday.

Chairman Harris concluded that the consensus was to not move forward on the tree issue.

C) CommAvia Report

Rob Mark gave the CommAvia Report:

- He has informed all the local television stations about Governor Rauner's appearance here on Saturday
- He spoke about a Girl Scout tour he did and that they were treated to a special viewing of the Channel 5 news helicopter.
- Another photo shoot for a commercial is possible in Hangar 4.
- He spoke about the "Fly Friendly" program with Mead & Hunt and is talking to Van Nuys airport about their in-house program.

D) CMT

Dan Pape gave the CMT report:

- Met with Forest Preserve about the trees at the approach end of Runway 24.
- Working with 845 Design Group on Hangars 4 and 7 sites and layouts.
- Met with the top engineers at the FAA in Washington DC regarding EMAS replacement blocks. They are looking for a new manufacturer for EMAS blocks and are looking into potentially acquiring the patent from Zodiac.
- Coming up at the Joint Workshop there will be an extensive presentation about the Master Plan Phase III.
- Lima Bypass is complete.
- Runway 12/30 design is complete.
- Pavement repairs are starting tonight.
- Later on the agenda is the approval of the agency agreement for Tower Road.

E) Board Member Comments

- Director Saewert said he appreciates the opportunity to serve on the board. He spoke about his public and private sector experience, thanked Jamie, the airport staff and Chairman Harris. Thanked everyone for the warm welcome.

- Director Kiefer had no comments.
- Director Kearns had no comments.
- Director Kolssak welcomed Director Saewert.
- Director Katz welcomed Director Saewert.
- Director Lang had no comments.

F) Correspondence and Chairman’s Comments

Chairman Harris had no comments.

VII. New Business

A. Resolution 18-024 – A Resolution Authorizing the Payment of Claims;

A motion to approve was made by Director Kolssak and seconded by Director Lang. The motion was approved by roll call. Ayes: Directors Katz, Kearns, Kiefer, Kolssak, Lang and Saewert. Nays: None. Absent: None.

B. Resolution 18-025 – A Resolution Authorizing the Purchase of a Case Tractor;

A motion to approve was made by Director Kolssak and seconded by Director Lang. The motion was approved by roll call. Ayes: Directors Katz, Kearns, Kiefer, Kolssak, Lang and Saewert. Nays: None. Absent: None.

Director Kearns questioned the warranty dates. The warranty is until October 17, 2019.

C. Resolution 18-026 – A Resolution Approving the Agency Agreement with the State of Illinois for Rehabilitation of the East Access Road (Tower Road);

A motion to approve was made by Director Kolssak and seconded by Director Katz. The motion was approved by roll call. Ayes: Directors Katz, Kearns, Kiefer, Kolssak, Lang and Saewert. Nays: None. Absent: None.

Director Katz asked how this will be affected by the Hawthorne hangar construction. Jamie explained that the work will be done in the Fall so the new road will not be damaged.

D. Election of Officer to fill the vacant Secretary of the Board Office – Vote by the Board to elect/appoint Director James Kiefer as Secretary of the Board;

A motion to nominate Director Kiefer for Secretary of the Board was made by Director Kolssak and seconded by Director Saewert. The motion was approved by voice vote. Ayes: Directors Katz, Kearns, Kiefer, Kolssak, Lang and Saewert. Nays: None. Absent: None.

VIII. Executive Session

At 4:33 p.m. a motion was made by Director Kiefer and seconded by Director Lang to go into executive session pursuant to 5 ILCS 120/2(c) (1), (6) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees or the sale or lease of property owned by the public body. The motion was approved by roll call. Ayes: Directors Katz, Kearns, Kiefer, Kolssak, Lang and Saewert. Nays: None. Absent: None.

At 4:44 p.m. a motion was made by Director Kolssak and seconded by Director Kiefer to adjourn and return to regular session. The motion was approved by voice vote. Ayes: Directors Katz, Kearns, Kiefer Kolssak, Lang and Saewert. Nays: None. Absent: None

IX. Action Taken from Executive Session, if required

There was no action taken from Executive Session.

X. Adjournment

A motion was made by Director Kolssak and seconded by Director Saewert to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 4:46 p.m.

Respectfully submitted,



James Kiefer
Secretary