

**PALWAUKEE BOARD OF DIRECTOR'S
REGULAR MEETING
WEDNESDAY – JANUARY 18, 2006
1020 S. PLANT ROAD
WHEELING, IL 60090
6:30 p.m.**

I. Call to Order and Roll Call

Chairman of the Board Dohm, called the meeting to order at 6:31 p.m. Roll call confirmed the following Board of Directors present: Dohm, Dourlain, Douthwaite, Kolssak, Shepstone, Wylie and Zimmerman

Absent: None

Also in Attendance Dennis Rouleau – Airport Manager
Jamie Abbott – Assistant Airport Manager
Henry F. Paul, Jr. – Finance Supervisor
Peggy Cooney – Recording Secretary
Larry Thompson – Airport Attorney

II. Pledge of Allegiance

III. Changes to Agenda included

The Airport Attorney requested an Executive Session for the purpose of discussing land acquisition and employee compensation.

IV. Citizens Comments

None

V. Consent Agenda

Director Shepstone requested Item D Resolution 06-002 – A Resolution approving of FY 2006 Budget Fund Transfer No. 2 for Palwaukee Municipal Airport be removed from the Consent Agenda for further clarification and discussion.

Director Kolssak requested Item J – Resolution 06-008 – A Resolution to approve an extension to the North American Jet Option Agreement be removed from the Consent Agenda for further clarification and discussion.

Approval of the Consent Agenda:

A motion was made by Director Wylie and seconded by Director Dourlain to approve:

Item A – Approval of the Palwaukee Board of Directors December 17, 2006 Regular meeting minutes as amended;

Item B – Approval of the Palwaukee Board of Directors December 17, 2005 Strategic Planning meeting minutes as presented;

Item C – Resolution 06-001 - A Resolution authorizing the payment of claims

Item E – Resolution 06-003 – A Resolution to approve an amendment to the CM&T Construction Phase Engineering Services Agreement for the “Lima Gap” Section project (IL project # PWK-2974, AIP Project #3-17-0018-B24)

Item F – Resolution 06-004 – A Resolution to approve an amendment to the CM&T Construction Phase Engineering Services Agreement for the Taxiway Kilo project (6/24 to 34 end) and extend Taxiway Echo project (IL project # PWK-3153, AIP Project #3-17-0018-B30)

Item G – Resolution 06-005 – A Resolution to approve an amendment to the CM&T Construction Phase Engineering Services Agreement for the “Southwest Quadrant T-Hangar site work” project (IL project # PWK-2900)

Item H – Resolution 06-006 – A Resolution to approve a second amendment to the CM&T Construction Phase Engineering Services Agreement for the “Taxiway Lima Phase II” project (IL project # PWK-2973, AIP Project #3-17-0018B28)

Item I – Resolution 06-007 – A Resolution to approve amendment No. 4 to the Agreement for Engineering Services with Crawford, Murphy & Tilly, Inc.

The motion was unanimously approved by a roll call vote. Aye votes included: Dourlain, Douthwaite, Kolssak, Shepstone, Wylie and Zimmerman.

VI. Consideration of items removed from the Consent Agenda

Item D - Resolution 06-002 – A Resolution approving of FY 2006 Budget Fund Transfer No. 2 for Palwaukee Municipal Airport. Director Shepstone inquired why there was an extension or, if there was an issue such as defective workmanship to the project (that pertained to this Resolution). Both the Airport Manager and Brian Welker of Crawford, Murphy and Tilly, Inc. responded to his inquiry. After an acceptable explanation, a motion was made by Director Shepstone and seconded by Director Wylie to approve Item D – Resolution 06-002 - A Resolution approving of FY 2006 Budget Fund Transfer No. 2 for Palwaukee Municipal Airport. The motion was unanimously approved by a voice vote.

Item J – Resolution 06-008 - A Resolution to approve an extension to the North American Jet Option Agreement. Director Kolssak reported that he would have to abstain from voting on this Resolution. The Airport Manager explained that in the future, if someone has to cast an abstention vote on a particular resolution that it can be done during the voting process and does not have to be pulled off the consent agenda. Director Zimmerman inquired if the Airport wants to approve an extension to the North American Jet Option Agreement. Both the Airport Manager and Attorney responded to his inquiry. After the clarification, a motion was made by Director Kolssak and seconded by Director Dourlain to approve Item J – Resolution 06-008 – A Resolution to approve an extension to the North American Jet Option Agreement. The motion was unanimously approved by a voice vote.

VII. Hearings and Reports

A. Treasurer's Report – Director / Treasurer Dourlain gave the report.

Highlights/ Discussion included:

- Airport Operations
- Fuel Flowage
- Net assets
- Operating revenues
- Net income before and after depreciation
- Discussed the tenancy and based aircraft reports and figures
- Discussed the small piston aircraft figures that were listed on page 9 of the financial report

1. Distinguished Budget Presentation Award – Both Chairman Dohm and Director Dourlain presented Henry F. Paul, Jr. the Finance Supervisor with the 9th Award for Distinguished Budget Presentation for Palwaukee Municipal Airport.

B. Airport Manager – Dennis Rouleau, Airport Manager

Highlights / additional comments included:

- Announced the next User meeting is scheduled for Thursday, January 26, 2006 at the Airport Manager's office beginning at 9:30 a.m.
- Gave an update regarding the demolition of Hangar #2 and possible funding by IDOT
- Gave an update regarding the RFP for the Southeast Quadrant. The Airport Manager has decided to extend the bid date from February 6th to the 24th.
- Discussed the possibility of conducting three future Strategic Planning meetings (Note: date and time TBA)
- Discussed the date for the next Joint Workshop. (Note: It was decided to have a Joint Workshop in April, 2006, the specific date TBA.)
- Update on the 12/30 project
- Gave an update on the PAPI lighting issue (by Runway 6)

C. Board Member's Comments

Director Dourlain inquired why there may not be an Open House this year at the Airport. The Airport Manager responded to his inquiry. The Airport Manager also reported there may be several smaller events (i.e. a Discover Flying Day, pancake breakfasts, co-host an event with the Young Eagles free flight programs) throughout the year in place of an Open House.

Director Zimmerman commented on the proper use of E-mails between the Directors. The Airport Attorney responded to his comments.

Director Shepstone inquired about an item on the CMT Report that referred to the ALP Update / GIS project. Both the Airport Manager and Brian Welker of Crawford, Murphy and Tilly, Inc. responded to his inquiry.

Director Kolssak announced that he will not be able to attend the February 15, 2006 PBOD meeting.

D. Correspondence and Chairman's Comments

Chairman Dohm commented on the following:

- He was very pleased with the Joint Workshop and thanked Ken Ross of North American Jet and the Airport Staff for making the arrangements.
- He gave an update on the Windy City Flyers future tenancy issue.
- Thanked the audience for attending this evening's meeting.

VIII. Unfinished Business

None

IX. New Business

A. Discussion of Airport FY 2007 Budget – Highlights included:

- The PBOD decided to further review the budget and send any questions / comments via an E-mail to the Airport Manager
- The PBOD may decide to hold a second meeting for budget discussion (Note: date and time TBA)

X. Executive Session

A motion was made by Director Douthwaite and seconded by Director Dourlain to convene to Executive Session for the purpose of reviewing land acquisition and employee compensation. The motion was unanimously approved by a roll call vote. Aye votes included: Dourlain, Douthwaite, Kolssak, Shepstone, Wylie and Zimmerman.

The Commission reconvened to the Regular meeting at 9:05 p.m.

XI. Action Taken from Executive Session

There was no action taken from Executive Session.

XII. Adjournment

A motion was made by Director Dourlain and seconded by Director Zimmerman to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting adjourned at 9:10 p.m.

Respectfully submitted,

Ralph Shepstone
Secretary

S\Peggy\Minits Jan 18 2006 PBOD Mtg.doc