

**PALWAUKEE BOARD OF DIRECTOR'S
REGULAR MEETING
WEDNESDAY – FEBRUARY 15, 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, Shepstone, Wylie and Zimmerman

Absent: Director Kolssak by prior notification

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. Moment of Silence – Chairman Dohm requested a moment of silence for the pilots and passengers of the recent aircraft incident that occurred near Palwaukee Municipal Airport.

IV. Changes to Agenda included
None

V. Citizens Comments
None

VI. Approval of the Consent Agenda

Director Douthwaite requested the following resolutions be removed from the Consent Agenda for further clarification and discussion:

- ➔ Item C – Resolution 06-011 – A Resolution approving a proposal for professional services with AON Consulting, Inc.
- ➔ Item D – Resolution 06-014 A Resolution recommending a variance to Aircraft Maintenance Operator, Section 4.2.1 (Section 2.5.1.1.) of the General Aviation Minimum Standards for Windy City Flyers, Inc.

A motion was made by Director Douthwaite and seconded by Director Zimmerman to approve:

Item A – Approval of the Palwaukee Board of Directors January 18, 2006 Regular meeting minutes as presented;

Item B – Resolution 06-009 - A Resolution authorizing the payment of claims

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

VII. Consideration of items removed from the Consent Agenda

Item C – Resolution 06-011 – A Resolution approving a proposal for professional services with AON Consulting, Inc. Director Douthwaite inquired about the pricing in the contract. The Airport Manager responded to his inquiry. After an acceptable explanation, a motion was made by Director Douthwaite and seconded by Director Wylie to approve Item C – Resolution 06-011 – A Resolution approving a proposal for professional services with AON Consulting, Inc. The motion was unanimously approved by a roll call vote. Aye votes included: Dourlain, Douthwaite, Shepstone, Wylie and Zimmerman. Absent: Kolssak.

Item D – Resolution 06-014 - A Resolution recommending a variance to Aircraft Maintenance Operator, Section 4.2.1. (Section 2.5.1.1.) of the General Aviation Minimum Standards for Windy City Flyers, Inc. Director Douthwaite inquired into the variances (to include the street side access by the 1098 Building and time / money constraints of the lease). The Airport Manager responded to his inquiry. After an acceptable explanation, a motion was made by Director Douthwaite and seconded by Director Wylie to approve Item D – Resolution 06-014 - A Resolution recommending a variance to Aircraft Maintenance Operator, Section 4.2.1. (Section 2.5.1.1.) of the General Aviation Minimum Standards for Windy City Flyers, Inc. The motion was unanimously approved by a roll call vote. Aye votes included: Dourlain, Douthwaite, Shepstone, Wylie and Zimmerman. Absent: Kolssak.

VIII. Hearings and Reports

A. Treasurer’s Report – Director / Treasurer Dourlain requested Henry F. Paul, Jr. the Finance Supervisor to give the report.

Highlights/ Discussion included:

- Flight Operations
- Net assets
- Statement of operating revenues, expenses, and income
- Other income expenses
- Net income before and after depreciation
- Statement of cash flows
- Schedule of administrative expenses

- ➔ Director Shepstone inquired into the Flight Operations figures and requested Airport Management / Staff to contact the FAA ATCT and request a report and/or the total number of flights they have recorded for the month. He further requested this information be reported at next month's meeting. The Airport Manager agreed to obtain the information and report back to the PBOD of his findings.

B. Airport Manager – Dennis Rouleau, Airport Manager

Highlights / additional comments included:

- ➔ Announced the RFP's for the Southeast Quadrant are due on February 24th, 2006 by 3:00 p.m.
- ➔ The next User's meeting is scheduled for Thursday, February 23rd, 2006 beginning at 9:00 a.m.
- ➔ IPAA Legislative Day is scheduled for Thursday, March 2nd, 2006 in Springfield, Illinois. The Airport Manager commented that if anyone from the PBOD would like to attend, to contact him at their earliest convenience.
- ➔ Announced several area Chamber of Commerce Chapters will be hosting a luncheon on Friday, March 10th, 2006 at the Cotillion in Palatine. The guest speaker will be Congressman Mark Kirk. The Airport Manager commented that if anyone from the PBOD would like to attend, to contact him at their earliest convenience.
- ➔ The Open House for Signature Flight Support now has been postponed until May, 2006 (date to be announced).
- ➔ Reported the Airport's Primary Guiding Documents have now been approved by the Village of Wheeling and will soon be sent to the City of Prospect Heights for their review and approval. The Airport Manager will continue to give updates as they occur.
- ➔ The Airport Manager announced his wife Kim has been selected as a finalist in the National Pillsbury bake-off contest. He further announced she has been interviewed by several area newspapers and will be on television (Channel 2 Friday (2/17/06) and the Fox network very soon.

C. Board Member's Comments

Director Douthwaite commented on two items:

1. Inquired about the order of tonight's PBOD Agenda. Both the Airport Manager and Attorney responded to his comments.
2. Informed the PBOD that a "crash" Fire Truck may need to be replaced soon by the Village of Wheeling Fire Department.

Director Zimmerman commented on Revenue Sharing by both of the Municipalities.

D. Correspondence and Chairman's Comments

Vice Chairman Wylie requested to have Gerald Gorski of Gorski & Good give an update regarding the Legal Perspective that was recently received by the PBOD that related to the Intergovernmental Agreement. Chairman Dohm then introduced Mr. Gorski to the Audience.

Highlights of this Legal Perspective (28 page memo) / Presentation included:

- ➔ An explanation of the IGA as related to both Municipalities
- ➔ Grant Assurances
- ➔ Obligations and the governing of the Airport by both Municipalities
- ➔ The PBOD's role in the Intergovernmental Agreement (IGA)
- ➔ Explanation of Arbitration by both Gerald Gorski and the Airport Attorney
- ➔ Partnerships / Relationships by both Municipalities (as it pertains to the Airport)
- ➔ A question and answer session followed

IX. Old Business

A. Resolution 06-010 – A Resolution recommending approval of the FY 2007 Budget for Palwaukee Municipal Airport

After a discussion of the Airport's Budget a motion was made by Director Dourlain and seconded by Director Douthwaite to approve Resolution 06-010 – A Resolution recommending approval of the FY 2007 Budget for Palwaukee Municipal Airport. The motion was unanimously approved by a roll call vote. Aye votes included: Dourlain, Douthwaite, Shepstone, Wylie and Zimmerman. Absent: Kolssak.

X. Executive Session

A motion was made by Director Shepstone and seconded by Director Dourlain to convene to Executive Session at 7:45 p.m. for the purpose of reviewing:

- ➔ Resolution 06-012 – A Resolution approving a new employment agreement for the Airport Manager
- ➔ Resolution 06-013 – A Resolution approving employment of attorneys for the Palwaukee Municipal Airport.

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

The Commission reconvened to the Regular meeting at 8:05 p.m.

XI. Action Taken from Executive Session

Motion to approve two Resolutions as follows:

- ➔ A motion was made by Director Douthwaite and seconded by Director Zimmerman to approve Resolution 06-013 – A Resolution approving employment of attorneys for the Palwaukee Municipal Airport. The motion was unanimously approved by a roll call vote. Aye votes included: Dourlain, Douthwaite, Shepstone, Wylie and Zimmerman. Absent: Kolssak.

- ➔ A motion was made by Director Dourlain and seconded by Director Wylie to approve Resolution 06-012 – A Resolution approving a new employment agreement for the Airport Manager. The motion was approved by a roll call vote. Aye votes included: Dourlain, Shepstone, Wylie and Zimmerman. There was one nay vote by Director Douthwaite. Absent: Kolssak.

XII. New Business

Both Items A & B have been previously discussed and voted on.

C. Election of Officers

- ➔ Chairman Dohm suggested the PBOD maintain the current slate of officers. Therefore he requested a motion be made to approve this request. A motion was made by Director Douthwaite and seconded by Director Zimmerman to have the PBOD maintain the current slate of officers by acclamation as follows: Chairman – Dohm; Vice-Chairman – Wylie; Secretary – Shepstone and Treasurer – Dourlain. The motion was unanimously approved by a voice vote.

XIII. Adjournment

A motion was made by Director Shepstone and seconded by Director Dourlain to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Ralph Shepstone
Secretary

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