

**CHICAGO EXECUTIVE AIRPORT  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
WEDNESDAY, SEPTEMBER 24, 2014  
1020 S. PLANT ROAD  
WHEELING, IL 60090  
6:00 PM**

**I. Call to Order and Roll Call**

Chairman, Bob McKenzie, called the meeting to order at 6:00 p.m. Roll call confirmed the following present: Directors Cloud, Katz, Kearns, Kolssak Lang and Pace.

Absent: None

Also in Attendance:     Jamie Abbott – Executive Director  
                              Vicki Mayr - Recording Secretary  
                              Tom Lester – Airport Attorney

**II. Pledge of Allegiance**

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

**III. Approval of Minutes**

A motion was made by Director Kolssak and seconded by Director Cloud to approve the minutes of the August 20, 2014 Regular Meeting and Master Plan Workshop. The motion was approved by voice vote.

**IV. Changes to the Agenda**

There were no changes to the agenda.

**V. Public Comments**

Chairman McKenzie welcomed the attendees and reminded those who signed up to speak that each speaker would be given 5 minutes, including a one minute reminder. He asked that attendees respect everyone at the meeting and the 5 minute limit.

Mr. Phil Mader, a Wheeling resident, spoke about the number of flights over his home between the hours of 3:55pm and 5:07pm. He said that there are a number of loud planes flying over his home during the night. He also stated that a 7,000 foot runway was discussed during the Joint Workshop meeting, per the minutes from that meeting. He said that he has not heard back from Rob Mark after his recent noise complaint.

## **VI. Hearings and Reports**

### **A) Treasurer's Report**

Director Kearns reported that the August numbers have been consistent with recent months. Both jet and 100LL fuel sales were up. Revenue was slightly over budget with Operations slightly under budget. July thru August U.S. Customs operations were up, despite overall operation being down. Director Kolssak asked if Scott Campbell could put together a report on where the Customs operations are coming from; On field tenants or transient aircraft? He suggested that some of that revenue could be used for improvements to tenant hangars.

### **B) Executive Director's Report.**

Executive Director, Jamie Abbott, reported on the following:

- Charlie Priester is out of town on personal business. There is nothing new to report. Work on Phase 1 continues with CMT and consultants. Charlie will return next week. Please email Jamie with any questions.
- Jamie presented some photos of the north end EMAS construction. This week they will be milling out asphalt in order to grade for the block installation. The contractor has requested beginning working two hours earlier, which will cut the length of the block installation in half. The FBOs Jamie contacted were in favor of the idea. There were some photos from the 5K, as well.
- Regarding the north end EMAS, the airport is waiting on a participation agreement from the FAA. We have the numbers, but not the actual agreement. The board approved allowing Chairman McKenzie to sign the agreement, with a resolution ratifying the agreement to be presented at next month's meeting.

Director Kolssak explained to the audience that EMAS, or Engineered Material Arrestor System, is a safety feature of crushable concrete blocks. The blocks are intended to prevent a plane from going beyond the runway and onto Palatine Road to the south or Hintz Road to the north. The project is strictly a safety feature and has been in the works for approximately 10 years.

- The East Quad Apron work is completed, except for some fence work and a couple of punch list items.
- There is a resolution on tonight's agenda for pavement repairs.
- The airport has had new aerial photos that include Hawthorne taken. The disc should be here tomorrow.
- Jamie thanked all who participated in the Run the Runway event. There was a post event meeting that resulted in some good feedback in the event we hold another 5K next year.

- Scott has submitted a claim to the insurance company for the dirt remediation at Hawthorne. We are waiting for a response.
- Taste of the Town is on October 9<sup>th</sup> at The Westin. Please let Jamie or Vicki know if you'd like to attend.
- Jamie will be out of the office from Sunday through Tuesday for the annual Illinois Public Airport Association's conference in Galena. Please let Jamie know if you would like to attend.

### **C) Board Members Comments**

- Director Pace had no comments.
- Director Cloud had no comments.
- Director Lang also had no comments.
- Director Kolssak offered his comments of the 5K event. He suggests setting the date earlier and selecting a beneficiary that has more appeal to the general public. Director Cloud stated that there is a November 19<sup>th</sup> planning meeting scheduled before our regular meeting and invited interested parties to attend.
- Director Katz thanked Mr. Mader for his comments and assured the attendees that the board is listening to their concerns. He asked Jamie about the EMAS snow removal equipment. Jamie responded that most airports do not remove snow from EMAS. He will look into a new piece of equipment when it becomes available. Director Katz suggested creating a plan in the event of ice and to ensure snow does not get plowed onto it.
- Director Kearns stated that the 5K was a great first effort. He suggested that Dollars for Scholars be considered as the beneficiary if the event should be held again. He also stated that there will be a Dollars for Scholars Fall fundraising dinner at Hawthorne on November 15<sup>th</sup>.

### **D) Correspondence and Chairman's Comments**

Chairman McKenzie thanked those present for attending of tonight's meeting.

## **VII. Consent Agenda**

A motion was made by Director Cloud and seconded by Director Pace to approve Item A on this evening's consent agenda.

### **A. Resolution 14-032 - A Resolution Authorizing the Payment of Claims;**

Director Katz asked if the dollar amount for an appraisal is standard and stated that the cost of appraisals should be considered before one is ordered. Director Cloud asked about the airfare and per diem amounts for NBAA.

The motion was approved by roll call vote. Ayes: Directors Cloud, Katz, Kearns, Kolssak, Lang and Pace. Nays: None. Absent: None

## **VIII. Old Business**

There was no Old Business.

## **IX. New Business**

A motion was made by Director Kolssak and seconded by Director Lang to approve Item A. on tonight's agenda.

- A. Resolution #14-033 – A Resolution Approving an Award of Contract to Maneval Construction Company for 2014 Airfield Pavement Repairs;

Jamie explained that one bid was received for the pavement repairs. Maneval has worked with us before and their bid is in line with CMT's estimate.

The motion was approved by roll call vote. Ayes: Directors Cloud, Katz, Kearns, Kolssak, Lang and Pace. Nays: None. Absent: None.

Director Kolssak made a motion to approve Resolution 14-034 on tonight's agenda. The motion was seconded by Director Cloud.

- B. Resolution #14-034 – A Resolution to Approve the Non-Federal Reimbursable Agreement Between the Federal Aviation Administration and Chicago Executive Airport, Wheeling, IL.

Director Kearns asked for clarification on this item. Jamie explained that this agreement is an amendment to an agreement for the south end EMAS. Some work will be done on the north end this year, which is the reason for the amendment.

The motion was approved by roll call vote. Ayes include: Directors Cloud, Katz, Kearns, Kolssak, Lang and Pace. Nays: None. Absent: None.

## **X. Executive Session**

Director Cloud made a motion to go into Executive Session pursuant to 5ILCS 120/2 (c) 6 to discuss the sale or lease of property owned by the public body.

## **XI. Action taken from Executive Session**

There was no action taken from Executive Session.

## **XII. Adjournment**

A motion was made by Director Pace and seconded by Director Cloud to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 7:01p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Neal Katz".

Neal Katz  
Secretary