

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, FEBRUARY 25, 2015
1020 S. PLANT ROAD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

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

Absent: Directors Cloud and Pace

Also in Attendance: Jamie Abbott – Executive Director
 Vicki Mayr - Recording Secretary
 Penny Lechtenberg – 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 Katz to approve the minutes of the January 21, 2015 Regular Meeting. The motion was approved by voice vote.

IV. Changes to the Agenda

Item VI. E. Correspondence and Chairman's Comments was moved up to Item V. on tonight's agenda.

V. Correspondence and Chairman's Comments

Chairman McKenzie welcomed everyone in attendance. He then commented on the clear message that airport received regarding the Master Plan from Mayor Helmer and President Argiris and welcomed them to tonight's meeting. He expressed that the runway project is not the only aspect of a Master Plan. It includes looking at not only the airport, but the surrounding area. He encouraged everyone to continue to provide feedback.

He also requested and received a consensus from the board that meeting dates be kept as scheduled. There may be occasions when it is necessary to reschedule a meeting, but as long as we have a quorum, he asked that meetings be held, as planned.

VI. Public Comments

Chairman McKenzie reminded speakers of the 5 minutes allowed for Public Comments, including the one minute warning.

The first speaker was Mr. Phil Mader. He stated that the Open House events were very nice, professional and he enjoyed them. He would like to give Mr. Priester a “pat on the back” for the good work. He asked that Jamie continue working with the tower to find solutions to noise issues.

Ms. Laurel Didier thanked the all involved for holding the Open House. She said it was nice to talk to experts who explained that many flight decisions are controlled by the FAA. She also thanked the Wheeling and Prospect Hts., mayors and would like to see the focus of the Master Plan be the clean-up of blighted areas, adding a restaurant or commercial businesses and help in making the area a destination. She also said she does not understand why Heritage Park is not being used for a fireworks display instead of the airport, but suggests a trolley system to avoid parking issues.

Phil Mader asked if he could have add another comment. As he only spoke briefly, Chairman McKenzie agreed. He suggested either the Village or the airport look into why there were no local hotels or restaurants listed on FlightAware.

Mr. Steve Neff said that he is happy that expansion is off the table. He would like it to remain off. He likes the airport and his only issue is noise.

Ms. Mary Papantos thanked the airport board and the City and Village for the Open House. She asked if the comments that were collected at the Open House would be published. She also thanked President Argiris and Mayor Helmer for speaking against a runway expansion.

VII. Hearings and Reports

A) Treasurer’s Report

Director Kearns reported that Jet A fuel flowage has continued to increase while 100LL remains flat. Operations are down overall, but Customs were up by 10 operations in January and are up overall. This indicates that type of customer we are getting at the airport. Revenue was over budget. Long term leases make up about half of this amount. Administrative, operations and maintenance expenses were all under budget.

B) Executive Director’s Report.

Executive Director, Jamie Abbott, reported on the following:

- ➔ Jamie reported that the maintenance staff will be out with snow operations as there are 2”-3” of snow expected tonight.

- ➔ There is nothing construction related going on right now. The north end EMAS will begin in late summer and will run on a similar schedule as the south end EMAS.
- ➔ We will complete filling in the grass island on the East Quad Apron in spring. Our share of that project will be 5%.
- ➔ We may receive funding for a bypass taxiway for Lima. This is an FAA priority project as it is a runway safety item.
- ➔ There was a chance we might receive funds this year to mill and resurface runway 16/34, but that project has been delayed until next calendar year.
- ➔ As soon as the snow melts, the airport maintenance staff will remove the concrete barriers at the vacant motel on Milwaukee Ave.
- ➔ Jamie discussed the July 3rd event, which, until recently, had only been discussed internally. There are logistical issues that still need to be worked out, including the go ahead from IDOT and the FAA. The fire chief has assured the airport that the event will be done safely. Offsite parking with shuttle busses are part of the plan. The 5K will be done in the morning, there will be a break, and the bands, food trucks and fireworks will take place at night.
- ➔ There is a budget workshop scheduled for March 11th. Scott Campbell is finishing up the capitol side of the budget and will get a draft to the board prior to the workshop.
- ➔ Jamie has a “super drill” with the National Guard, which means he will be out from Thursday through Sunday next week.

C) CommAvia Report

- Rob Mark reported that he’s been working on the Open House and the new airport website. January saw 25 noise complaints and there will be more in February. He has met with the new tower manager about some simple things that can be done to help reduce noise over residential areas, like using different runways for take offs and landings, when practical. Previously tower staff simply didn’t think about noise reduction. Director Kolssak asked about noise complaints during regular business hours and if there is a national standard for aircraft noise. Mr. Mark stated there is no national standard and reminds people that this is an airport and planes do make noise.

D) Board Members Comments

- o Director Kearns stated that there is a Dollars for Scholars event on April 18th at Hawthorne Aviation’s hangar. There will be dinner, an auction and a performance by the Jesse White Tumblers.
- o Director Katz thanked Jamie, CMT, Charlie Priester, airport staff, etc. for the Open House events. They were very informative. He has some ideas on noise abatement he’d like to discuss with Jamie. He thanked the attendees and let them know that their comments were being heard.

- o Director Lang manned the map at the Open House. He said it was interesting placing the dots on the map and seeing where the attendees were coming from. He is glad to hear that the general public got to hear from the experts.
- o Director Kolssak congratulated IDOT Acting Director Young. Director Kolssak suggested that we have a live feed of the audio and even a webcam from the tower on our website. Mr. Mark will look into it.

VIII. Consent Agenda

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

A. Resolution 15-003 - A Resolution Authorizing the Payment of Claims;

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

IX. Old Business

There was no Old Business.

X. New Business

Jamie introduced Ms. Penny Lechtenberg of Hinshaw Culbertson who is here to answer any questions regarding some of the major changes in the airport's personnel policy manual. Jamie began by explaining that the personnel policies were way overdue for update. The changes that were made included: Clarification of the previously vague tuition reimbursement policy, combining sick leave and vacation leave into one set of days known at PTO or Paid Time Off and a no guns at work policy. Ms. Lechtenberg answered questions regarding the transition of sick time to PTO and the effects of the policy on salaried versus hourly employee. Jamie will have a redraft of the policy to the board for the next board meeting.

XI. Executive Session

A motion was made by Director Katz and seconded by Director Kolssak to go into Executive Session pursuant to 5 ILCS 120/2 (c) (1) and (6) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees and the sale or lease of property owned by the public body.

XII. Adjournment

A motion was made by Director Kearns and seconded by Director Kolssak to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 7:37p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Neal Katz". The signature is written in a cursive style with a large, stylized "N" and "K".

Neal Katz
Secretary