

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, JANUARY 15, 2020
1020 S PLANT RD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

Chairman Harris called the meeting to order at 6:00 PM. Roll call confirmed the following present: Directors Hellyer, Kearns, Kiefer, Lang and Saewert. Absent: None.

Also in Attendance: Jamie Abbott – Executive Director
 Jason Griffith – Director of Finance
 Jennifer Pfeifer- Recording Secretary
 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 Saewert and seconded by Director Lang to approve the minutes from the December 18, 2019 Regular Board Meeting. The motion was approved by voice vote. Ayes: Directors Hellyer, Kearns, Kiefer, Lang and Saewert. Nays: None. Absent: None.

IV. Changes to the Agenda

None.

V. Public Comments

Rob Mark said he is the chairman of a committee to save runway 6/24. He apologized for leaving the December meeting early and spoke about the recording from that meeting. He apologized again. He spoke about runway 6/24, hot spots, wind analysis and said he wants to formally speak with the airport about different solutions to the runway 6/24 issue.

Rhett Dennerline has been flying for 32 years at PWK, he listed his qualifications and accomplishments. He said closing runway 6/24 will not make the airport safer. He said runway 6/24 should be improved and it's use encouraged. He spoke about airport noise.

ArthurGunn apologized for leaving last month's meeting early. He spoke about safety. He said he spoke to the FAA and the tower chief at ORD about runway 6/24. He read a comment from Lou Wopotnik who is a pilot at PWK.

Rogers Faden spoke about some features of the Airport Layout Plan (ALP) and runway 6/24. He said he is a happy tenant at PWK and has flown out of the airport for 18 years. On numerous occasions he has had to use 6/24 because it was necessary. He spoke about wind analysis, FAA airport methodology and the consequences of closing runway 6/24 on cross wind coverage. He would like to present his information to CMT.

Warren Bruhl is a commercial and LifeLine pilot. He said he has needed runway 6/24 on a number of occasions to safely land his airplane. This is important to the safety of his passengers. He asked that the decision to close runway 6/24 be carefully considered.

Steve Neff said he agrees with the pilots who have spoken and said that airplanes that are flying over the forest preserve and industrial park using runway 6/24 are not flying over his house. He said he has reviewed the TIPS sheets he collected over the year and an old TIPS showed funding was approved to work on runway 6/24.

VI. Hearing and Reports

A) Treasurer's Report

Director Saewert said we are currently in the eighth month of the fiscal year. Revenues are at 70% which is above budget and operational expenses are at 60% which is below budget. Budget talks will begin soon, and he will notify every one of the meeting dates.

B) Executive Director's Report.

Executive Director, Jamie Abbott, reported on the following:

- ➔ Residential Sound Insulation Program – the first round of applications from residents has been received. There is an updated map for the manual and website. The FAA has sent their comments on the Policies and Procedures Manual; most comments were minor.
- ➔ U.S. Customs facility – the demolition contractor has met with sub-contractors and the pre-demolition meeting has been scheduled.
- ➔ Master Plan – CMT is done with the ALP and it will be presented to the communities for approval.
- ➔ Winter operations – Trying a new ice melting chemical this year. The new Continuous Friction Measuring Equipment should arrive soon.
- ➔ CABAA – Chicago Executive Airport will be hosting the Chicago Airports Manager's Meeting on March 5th.
- ➔ The budget process is starting.
- ➔ The Airport hosted the City of Prospect Heights Girls Club and gave them a tour.
- ➔ Al Palicki Circle was dedicated earlier this week on Tower Road.
- ➔ Displayed noise complaint data for December 2019.
- ➔ Upcoming events; Monday, February 10 Corporate User's Meeting, Wednesday, February 19th Board of Directors Meeting, and Thursday, March 5th CABAA event.

Chairman Harris asked if the ALP was discussed at the Joint Workshop Meeting in September and Jamie said yes. H asked Jamie to recap the runway projects completed in 2019 and Jamie spoke about the projects on runway 12/30.

C) Director of Economic Development – George Sakas

- ❖ Aviation Academy – inspections on the work completed on the hangar/classroom will take place on 1/16.
- ❖ He met with 845 Design Group to discuss larger facilities for the Aviation Academy.
- ❖ He will be presenting at the AAAE conference in April on Economic Impact Analysis and Urban Air Mobility.

D) Public Relations Update – Cody Rogers

- ❖ Website/Digital Assessment – our web traffic is relatively low; Facebook reach is 2025 and in Google Maps there were 491,000 views.
- ❖ Photography/Videography – he recommends new photos and videos be taken in the Spring.

E) CMT Report – Dan Pape

- CMT has had discussions and consultations with Atlantic Aviation regarding their new building project.
- CMT has had discussions with Hawthorne on the next phase of their development.
- CMT is working with airport operations staff to develop the 2020 pavement repairs list and scope refined.
- Master Plan will be presented.
- There will not be any work done on the runway 12/30 project during the winter. A few punch list items will be worked on in the Spring.
- Hangar 4 demolition and Hangar 7 modifications - will start with preliminary work next week.
- Dan spoke about the hot spots on the airport that are a high priority for the FAA. It is a combination of taxiways and runways. He explained hot spots and how the FAA considers them.
- Dan spoke about the fact that removal of the runway is not solely to make room for new hangar development. He explained the development of an airport layout plan and how it is similar to comprehensive city planning.
- Dan explained that several years ago there were FAA funding revisions. One of the revisions was that a third runway will not be supported with FAA funding.

Chairman Harris asked about the 2009 ALP and clarification of the funding for runway 6/24. He said that projects that are in the ALP will not start tomorrow. Dan spoke about the long-term process.

F) Board Member Comments

- Director Kiefer had no comments.
- Director Lang asked Dan about the taxiway hot spot, reasons to build Hangars on the land that closing 6/24 would free up and the old TIPS sheet that showed approved work on 6/24. Dan explained.
- Director Kearns wished Ray Lang a happy birthday and asked Dan about the crosswind coverages that the pilots spoke about.
- Director Hellyer had no comments.
- Director Saewert spoke about the recent event at Signature Flight Support and the CABAA event he attended.

G) Correspondence and Chairman's Comments

Chairman Harris spoke about emotions and said there are governing documents that directors are appointed to uphold. Decisions can't be made on emotions. He spoke about how often runway 6/24 is used and said the Board of Directors must make decisions for the good of the entire organization within a limited budget.

VII. New Business

A. Resolution 20-001 – A Resolution Authorizing the Payment of Claims;

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

B. Resolution 20-002 – A Resolution Approving an Acoustical Testing Plan for the Chicago Executive Airport Residential Sound Insulation Program;

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

Director Saewert said that general summaries would be helpful to understand the testing procedures better, and Penny said she will reach out to HMMH. He also asked about the actual noise testing specifics using speakers and if the neighbors would be notified. Penny explained the testing process, gave examples and said signs will be posted and letters sent to neighbors. She will ask HMMH for clarification on the process, too.

C. Resolution 20-003 – A Resolution Approving an Updated Personnel Policy Manual for Chicago Executive Airport;

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

Jamie spoke about the highlights of the policy updates. The updates will conform to new marijuana legalization and sexual harassment training laws. Also dress and appearance guidelines were updated.

Director Kiefer asked if the Federal government dictates the laws at an airport? Jamie said our policy has always been strict. Tom Lester spoke about Federal requirements and said our policy is very strict.

Chairman Harris clarified that the Airport's policy is stringent than minimum requirements.

D. Resolution 20-004 – A Resolution Approving a New Lease with Atlantic Aviation for Hangars 40, 41, 42, and 43, in a Form Substantially Similar to the Draft Lease Provided and subject to Final Review and Approved by Counsel;

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

Jamie explained the lease. Tom Lester spoke about multiple Atlantic Aviation leases with different expiration dates and the new hangar lease. Atlantic asked for one combined lease for all the hangars.

Director Lang thanked Atlantic for expanding at Chicago Executive Airport.

VIII. Executive Session

At 7:04 p.m. a motion was made by Director Saewert and seconded by Director Hellyer to go into Executive Session pursuant to 5 ILCS 120/2 (c) (5) and (6) to discuss the approval of executive session minutes or the sale or lease of property owned by the public body. The motion was approved by roll call. Ayes: Directors Hellyer, Kearns, Kiefer, Lang and Saewert. Nays: None. Absent: None.

At 7:51 p.m. a motion was made by Director Kiefer and seconded by Director Kearns to return to Regular Session. The motion was approved by voice vote. Ayes: Directors Hellyer, Kearns, Kiefer, Lang and Saewert. Nays: None. Absent: None

IX. Action Taken from Executive Session, if required

A motion was made to approve but not release Executive Session Minutes dated December 18, 2019 by Director Saewert and seconded by Director Kearns. The motion was approved by voice vote. Ayes: Directors Hellyer, Kearns, Kiefer, Lang and Saewert. Nay: None. Absent: None.

X. Adjournment

At 7:52 p.m. a motion was made by Director Kearns and seconded by Director Lang to adjourn the meeting. The motion was approved by voice vote. Ayes: Directors Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: None.

Respectfully submitted,



James Kiefer
Acting Secretary