

**PALWAUKEE BOARD OF DIRECTORS
REGULAR MEETING
WEDNESDAY – JULY 19, 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 6:30 p.m. Roll call confirmed the following Board of Directors present: Dohm, Dourlain, Kolssak, Shepstone, Wylie and Zimmerman

Absent: Director Douthwaite 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. Changes to Agenda

The Airport Manager requested Item V. – D. Resolution 06-036 - A Resolution approving a Letter of Agreement with Mark Communications, Inc. dba CommAvia be removed from the Consent Agenda.

IV. Citizens Comments

- A. **Richard Steinbrecher**, Airport tenant and user commented on the exposure of the Young Eagles program at Palwaukee and the importance of Palwaukee Airport initiating a self-fueling facility for its users.
- B. **Steve Whitney**, Pilot, PAPA member, Airport user, stressed the importance of the Board of Directors to install a self-fueling facility at Palwaukee Municipal Airport. He further reported on the fuel prices at Palwaukee versus other General Aviation Airports in the area.
- C. **Jim Loerzel**, Pilot, Airport tenant and PAPA member commented on the Airport's Engineering firm Crawford, Murphy & Tilly, Inc. He further commented on the price of fuel at Palwaukee versus other area airports.
- D. **Howard Levinson**, Pilot, Airport tenant, AOPA and PAPA member also commented on current fuel prices and requested the Board of Directors re-evaluate the importance of installing a self-fueling facility at the Airport.

- E. **Russell Shavitz**, Airport tenant and user also commented on the fuel prices at Palwaukee and was in agreement with the other citizen's comments that the Board of Directors should re-address the issue of installing a self-fueling facility at the Airport.

V. **Approval of the Consent Agenda**

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

Item A – Approval of the Palwaukee Board of Directors June 21, 2006 Regular meeting minutes as amended;

Item B – Resolution 06-034- A Resolution authorizing the payment of claims

Item C – Resolution 06-035– A Resolution approving the Sale of Surplus Personal Property

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

VI. **Consideration of items removed from the Consent Agenda**

None

VII. **Hearings and Reports**

A. **Treasurer's Report – Director / Treasurer Dourlain** reported the Treasurer's report has been previously submitted to the Board of Directors for their review. There was no additional discussion of the Treasurer's Report.

B. **Airport Manager – Dennis Rouleau, Airport Manager**

Highlights / additional comments included:

- Submitted a report in the packets for the Board to review
- Below are the additional items to report:
 - Commented on an article relating to an Airport Name Change
 - CABAA function Friday, 7/21/06 at the Atlantic Aviation FBO to include a static display and presentation by Embraer that will feature the Phenom 300 Mockup and the Legacy 600 Demonstrator Aircraft. He further reported that a complimentary luncheon will be served to all attendees.
 - Will be attending and presenting an award to two Illinois State Senators on behalf of the IPAA (Illinois Public Airport Association) for their contribution / input for the State's Series B Bonds
 - Joint Workshop scheduled for Monday, July 31st beginning at 5:30 p.m. at Hangar 19

- Gave an update on both the water main and Com Ed utility projects
- Gave an update on the recent RIAT meeting with the FAA that referenced the “hold short” issue at the Airport
- Reported the PAPI’s (lights) have been installed on the Airport
- Director Zimmerman requested a clarification related to the water main project. The Airport Manager responded to his inquiry.
- Reported on the Collings Foundation B-17, B-24, and B-25 static display, scheduled for July 28th through the 31st. Director Shepstone inquired into the parking issue for this display at the Southeast Quadrant of the Airport. The Airport Manager responded to his inquiry.
- Reported the next User’s meeting is scheduled for Thursday, August 3rd, beginning at 9:30 a.m. here at the Airport Manager’s office.

C. Board Member’s Comments

- Director Kolssak inquired as to why it was the Airport’s responsibility for the trimming of trees on the 94th Aero Squadron Restaurant property. The Airport Manager responded to his inquiry.
- Director Shepstone inquired into the Audit draft report cover letter. The Finance Supervisor responded to his inquiry.
- Director Dourlain commented on Airport contracts and their expiration dates (should possibly expire after a similar interval).
- Director Zimmerman commented on the Employee vacation policy for the Airport. The Airport Manager gave an explanation of the current practice.
- Director Dourlain commented that part of the narrative has to be redone in the audit because it reflects the verbiage of Commissioners versus Board of Directors. The Finance Supervisor responded the Audit cover letter will be revised to reflect this change.
- Director Kolssak commented on contracts and letters of Agreement relating to both the Airport Public Relations Firm and the Attorney.
- Director Wylie commented on the following items:
 - To review the current vacation policy for the Airport to see if it needs to be revamped
 - Self-fueling issue
 - A partnership between the PBOD and its Airport tenants and users

D. Correspondence and Chairman’s Comments

Chairman Dohm reported / commented on the following:

- The current price of fuel at all airports
- Possibly may need to re-address specific items in the Primary Guiding Documents that govern this Airport

- Commented on the current articles relating to the Airport that were published in the latest version of the PAPA Sez Monthly Newsletter
- Director Shepstone commented on the self-fueling issue for this Airport
- Lou Wipotnik, Airport user and PAPA member commented on both the movement and non-movement areas of this Airport as discussed in the latest RIAT meetings.
- Rob Hillerich, Airport user and PAPA member commented on the Self-fueling issue at the Airport. He concluded his comments by reading an Email relating to this issue.

VIII. Old Business

None

IX. New Business

A. Resolution 06-037 – A Resolution approving the Selection of the Firm of Crawford, Murphy & Tilly, Inc. to be the Consulting Engineers for Palwaukee Municipal Airport.

The PBOD discussed this issue. A motion was made by Director Dourlain and seconded by Director Shepstone to approve Resolution 06-037 – A Resolution approving the Selection of the Firm of Crawford, Murphy & Tilly, Inc. to be the Consulting Engineers for Palwaukee Municipal Airport. The motion was approved by a voice vote. The motion carried. There was one nay vote from Director Zimmerman.

B. Discussion of TIPS

Highlights included:

- The Airport Manager and Brian Welker of Crawford, Murphy and Tilly, Inc. reported the following:
 - Review of the entire TIPS spreadsheet
 - The Airport Manager reported the first meeting is scheduled for August, 2006
 - Additional comments of TIPS included items:
 - 1: Southwest Service Road (perimeter roads)
 - 2: Runway 6 Protection Zone Clearing
 - 8: Part 150 Study – Phase 2
 - 18: Acquire Avigation Easements – Phase 3
 - 21: Part 150 Related Projects per Record of Decision
 - 23: Acquire portion of parcel 82 (Forest Preserve land)

X. Executive Session:

A motion was made by Director Dourlain and seconded by Director Shepstone to convene to Executive Session for the purpose of discussing land acquisition, at 7:54 p.m. The motion was unanimously approved by a roll call vote. The motion carried. Aye votes included: Directors' Dourlain, Kolssak, Shepstone, Wylie and Zimmerman. Absent was Director Douthwaite.

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

XI. Action Taken from Executive Session

No action was taken.

XII. 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 motion carried. The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Ralph Shepstone
Secretary

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