

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS
MINUTES
BOARD OF COMMISSIONERS
September 27, 2018

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its rescheduled monthly meeting in the Airport Terminal Conference Room, Quad City International Airport, Moline, Illinois, on Thursday, September 27, 2018 pursuant to bylaws and meeting notice previously posted.

Commissioners

PRESENT: Molly Foley, John McGregor, Jodi Fisk, James Jannes,
Kurt Donnelly, Jennifer Radloff, Richard Work, John Malvik

ABSENT: None

APPROVED BY
Board of Commissioners
Date 10-16-18

Others Present

Angela Burch, Controller	Officers McNabb, Engle, Schipper
Jo Johnson, Dir of HR & Risk Mgmt	Officers Murphy, McGuire, Francque
Chere Steiner, Executive Assistant	Jana Brau, Paradies
Cathie Rochau, Marketing Coordinator	Travis Strait, CMT
Roger Strandlund, Califf & Harper PC	Jim Meenan, Dispatch/Argus
Brad Gantt, Airfield Maint. Supervisor	Jeff Hardacre, TSA
Jeff Swan, Interim Public Safety Mgr	

Chairman Malvik called the meeting to order at 8:00 a.m. and noted that Executive Director, Benjamin Leischner, was absent to attend a press briefing in Washington DC at the request of the FAA and Senator Durbin's office.

Chairman Malvik administered the oath of office for Public Safety Officers Robert McNabb and Terrence Engle. All attending officers left the meeting upon conclusion of the swearing-in process.

1. Moved Commissioner Fisk, second Commissioner Donnelly, for the Minutes of the board meeting and executive session held on August 21, 2018, to be approved. Motion carried by unanimous verbal vote.
2. There were no petitions or communications to the Board.
3. In Mr. Leischner's absence, Angela Burch read the Director's Update reviewing activity since the last meeting. A copy of the update will be placed on file.
4. Report of Officers and Standing Committees:
 - a. Angela Burch, Controller, presented the Treasurer's Report for August 2018. Cash was up 3% over the prior month due to parking lot revenue, PFCs and tax

receipts. A \$200,000 transfer of unspent bond proceeds was made. Cash position is healthy. Motion by Commissioner Foley, second by Commissioner Work, for the Treasurer's Report to be approved. Motion carried by unanimous verbal vote.

- b. and c. The Metropolitan Airport Authority Financial Statements for August 2018 and the LLC Financial and Activity Statements for August 2018 were placed on file. Ms. Burch stated operating revenue was up 5.2%. Non-operating revenue was up following the trend in enplanements. LLC operating revenue was up 8.4% and expenses were up 24% due to the timing of fuel purchases and an extra payroll cycle in August.
 - d. The Airport Activity Summary for August 2018 was presented. Ms. Burch reported enplanements were up 13% due to increased load factors. United will add a flight to Denver in November and Allegiant will resume service to Punta Gorda in October. The report was placed on file.
 - e. Travis Strait from CMT reviewed the Airport projects and construction report. Security Phase II is awaiting punch-list completion. NW Service Road Phase I and Taxiway G are closed, awaiting final invoices. NW Service Road Phase II was bid in July, and a grant was received in September. Airfield Lighting Phase I has progressed to the taxiway with work on runway 9/27 completed ahead of schedule. Airfield Lighting Phase II was bid in August and received supplemental funding in September. The report was placed on file.
 - f. The report of bills paid in August was presented. Chairman Malvik stated the bills were approved by either the Board, Purchasing Committee or are under the dollar limit as established in the Airport Authority's Purchasing Policy. The report was placed on file.
5. On August 22, the Internal Affairs Committee discussed and recommended a 3% pay increase for current non-union/non-contract Metropolitan Airport Authority and QCIA, LLC employees in good standing, retroactive to July 1, 2018. No additional questions or objections arose, therefore, a resolution will be prepared for signature upon approval by the full Board. Motion Commissioner Fisk, second Commissioner Donnelly to approve the increase and resolution. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.
 6. On September 18, the Purchasing Committee discussed and recommended the purchase of three vehicles under the Illinois State Bid Program. An error on the bid tabulation sheet caused the wrong amount to be approved for recommendation, but the corrected costs below are still under the original amount budgeted for each replacement vehicle:
 - Light-duty pickup truck \$32,705 (budgeted \$34,000) - Morrow Brothers Ford
 - Medium-duty dump truck \$43,028 (budgeted \$48,000) - Ford
 - End-loader \$239,621 (budgeted \$245,000) – Martin Equipment
 Motion Commissioner Work, second Commissioner Radloff to approve the purchases as modified. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.

7. Roger Strandlund distributed a resolution authorizing the award of the Cargo Building #1 roof replacement project in the amount of \$125,200 to Economy Roofing, the sole responsible and responsive bid received on time required in the Request for Proposal as discussed by the Purchasing Committee on September 18. Motion Commissioner Work, second Commissioner Jannes to approve. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.
8. Motion Commissioner Work, second Commissioner Jannes to approve the purchase of an overhead door replacement for the car wash from Raynor Door Co. in the amount of \$100,125 as discussed by the Purchasing Committee on September 18. The replacement is a heavy duty rubber door above the quality of the spec. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.
9. Motion Commissioner Fisk, second Commissioner Donnelly to ratify acceptance of the FAA Airport Improvement Program grant “Northwest Service Road-Phase II” in the amount of \$3,118,973. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.
10. Motion Commissioner Foley, second Commissioner Fisk to ratify acceptance of the FAA Airport Improvement Program grant “Rehabilitate Airfield Electrical-Phase II” in the amount of \$2,214,738. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.
11. At 8:40 a.m., Chairman Malvik invited board members to adjourn into Executive Session for the purpose of discussing personnel, collective bargaining, lease pricing, security and pending or imminent litigation under the legal finding/factual basis supporting the application of exceptions to the Open Meetings Act; 5 ILCS 120/2(c) (1, 2, 6, 8 and 11). Motion Commissioner Donnelly, second Commissioner Fisk to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.

Remaining in the conference room were the Board Commissioners, Angela Burch, Jo Johnson, Chere Steiner and Roger Strandlund.

At 9:17 a.m., Motion Commissioner Fisk, second Commissioner Radloff to adjourn back into regular session. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.

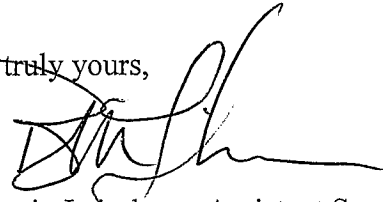
No formal action was taken.

9/27/18

12. Motion Commissioner Foley, second Commissioner Jannes to authorize staff to negotiate and execute an agreement with Ruhl Commercial Company for real estate broker services to market airport property. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.

Being no further business, motion Commissioner Work, second Commissioner Fisk, to adjourn the meeting at 9:19 a.m. Motion carried unanimously and the meeting was concluded.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Benjamin Letschner', written over the text 'Very truly yours,'.

Benjamin Letschner, Assistant Secretary
For: Richard Work, Secretary