

**MEETING OF THE SPECIAL BOARD OF COMMISSIONERS  
OF THE  
GREATER ROCKFORD AIRPORT AUTHORITY**

A Regular Meeting of the Board of Commissioners of the Greater Rockford Airport Authority was held on Thursday, August 27, 2013, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:34 p.m.

Commissioners & Legal Counsel	Present	RFD Staff	Present	Guests/Other Staff
Paul Cicero	X	Mike Dunn	X	Brian Leaf - RRS
K. Edward Copeland	X	Amy Ott	X	Channel 23
Tom Dal Santo		Ken Ryan	X	Channel 13
Pat Derry	X	Matt Zinke	X	Channel 17
Tom Myers	X	Jan Benoit	X	Rockford Fire Department Personnel
Ray Wetzel	X	Kathy Bruggeman		
Tom Lester – legal counsel	X	Zach Sundquist	X	
		Zach Oakley	X	
		Carol Moyer	X	

A motion was made by Commissioner Wetzel, seconded by Commissioner Derry and was unanimously approved to accept the minutes of the July 25, 2013 Regular Board Meeting.

**STAFF REPORTS:**

**Mike Dunn, Executive Director**, introduced the following staff to report on their respective areas:

**Amy Ott, Deputy Director of Administration & Finance** reported the following:

- She introduced Baker-Tilly, Inc. auditors, Tom Scheidegger and John Rader.

**NEW BUSINESS:** John Rader thanked the Commissioners for their time and opportunity to present the audit findings and financial report on behalf of Baker-Tilly, Inc. Included in the process is reviewing our payroll process, testing of controls, journal entries, financial reporting and certain revenue cycles. They assure controls are in place and the system is reliable. They work directly with our Finance Department in this two-part process. There were no findings and they were very complimentary of our system in place and the cooperation with staff.

**COMMIITTE REPORTS:** None

**PUBLIC COMMENT:** Chief Bergsten, Rockford Fire Department – In summary, he thanked the commissioners and Executive Director for the opportunity to speak. He spoke about the ARFF services being provided to RFD over the last eight plus years. They have been able to develop a relationship and he has reported on the benefits of that relationship. The main goal is to maintain the safety of the airport on a daily basis. He asked for consideration in passing the resolution tonight in relation to ARFF services.

**Chairman Cicero** stated that the commissioners and staff have nothing but the highest respect for the Rockford Fire Department.

Brad Walker, President, Local 413 Firefighter’s Union – In summary, he thanked the commissioners and Executive Director for the opportunity to speak. He addressed resolutions 13-38 & 13-39. He talked about the specialized training of the over 71 certified ARFF fire fighters with 64 of them certified paramedics. He asked the commissioners to table the resolutions until further discussion.

**OLD BUSINESS:** None

**OTHER BUSINESS:** None

**RESOLUTIONS:**

Commissioner Derry motioned to approve **Resolution #13-33** approving the Net Ground Lease for Industrial Plot #33 with Northwest Pallet, Rockford IL effective September 1, 2013 for a five (5) year term. The motion was seconded by Commissioner Copeland and was unanimously approved.

Commissioner Derry motioned to approve **Resolution #13-34** awarding Accurate Tank of North Aurora, IL to supply and install a FuelMaster 3500 Plus system in the amount of \$16,374.00. The motion was seconded by Commissioner Copeland and was unanimously approved.

Commissioner Derry motioned to approve **Resolution #13-35** approving the declaration of surplus property and subsequent disposal of two 1994 Oshkosh Plow Trucks #30 and #31. The motion was seconded by Commissioner Copeland and was unanimously approved.

Commissioner Derry motioned to approve **Ordinance #13-06** providing for the levy and assessment of taxes for the fiscal year of the Greater Rockford Airport Authority, Winnebago County, Illinois beginning May 1, 2013 and ending April 30, 2014. A roll call vote indicated six (6) ayes and zero (0) nays. The motion was passed.

Commissioner Derry motioned to approve **Resolution #13-36** approving the Consent to Assignment and Assumption of Lease and Release for 5660 Falcon Road from current lessee

Alpine Bank and Trust Company to HGRP, LLP. an Illinois limited liability corporation, effective August 30, 2013. The motion was seconded by Commissioner Copeland and was unanimously approved.

Commissioner Derry motioned to approve **Resolution #13-37** accepting the Comprehensive Annual Financial Report for the Fiscal Year Ending April 30, 2013. The motion was seconded by Commissioner Copeland and was unanimously approved.

Commissioner Derry motioned to approve **Resolution #13-38** approving an Aircraft Rescue and Firefighting Services Agreement with JJ Protective Services, Inc. d/b/a/ Pro-Tec Fire Services, Ltd of Green Bay, WI for a three year period commencing February 27, 2014. The motion was seconded by Commissioner Copeland and was unanimously approved.

**Commissioner Myers** commented that he has been on the board of commissioners and this has been a subject of discussion each year. During this period, this portion of the budget has increased \$500,000 and it is at a point where this Board and organization and its responsibility to the taxing districts in Winnebago County has gotten us to this point. He can appreciate the outstanding service we have received but it has become a financial “bogey” on our profits and loss statements. **Commissioner Derry** commented that as a new commissioner, it was a surprise to him to see the cost of these services and the amount of increase proposed. Furthermore, the fact that the Authority pays real estate taxes that should entitle fire protection services, and yet we an additional \$1.2 million dollars. **Chairman Cicero** added that we are not dismissing the Rockford Fire Department and station #7 remains open. We have always had a great relationship with the Rockford Fire Department. This is a financial decision and it in no reflects the services provided.

Commissioner Derry motioned to approve **Resolution #13-39** approving the termination of an Intergovernmental Agreement for Aircraft Rescue and Firefighting Services with the City of Rockford, Illinois effective 180 days following notification on August 30, 2013. The motion was seconded by Commissioner Copeland and was unanimously approved.

Commissioner Derry motioned to approve **Resolution #13-40** authorizing the Executive Director to execute the Grant Agreement with the Federal Aviation Administration and approval of the follow on Participation Agreement with the Illinois Division of Aeronautics as it relates to the AIP Project for reimbursement for the construction of the Northwest Air Cargo Apron and replacement of the Perimeter Fence Phase 1 and 2. The motion was seconded by Commissioner Copeland and was unanimously approved.

Commissioner Derry motioned to approve **Resolution #13-41** authorizing the Executive Director to execute the Grant Agreement with the Federal Aviation Administration and approval of the

follow on Participation Agreement with the Illinois Division of Aeronautics as it relates to the AIP Project for rehabilitation of Runway 1/19 – Phase 3. The motion was seconded by Commissioner Copeland and was unanimously approved.

Commissioner Derry motioned to approve **Resolution #13-42** approving a *Construction Phase Engineering Agreement* with Crawford, Murphy and Tilly Inc. of Aurora, Illinois for an amount not to exceed \$269,000 to Rehabilitate Runway 1/19 – Phase 3 Project. The motion was seconded by Commissioner Copeland and was unanimously approved.

Commissioner Derry motioned to approve **Resolution #13-43** approving a *Construction Phase Engineering Agreement* with Crawford, Murphy and Tilly Inc. of Aurora, Illinois for an amount not to exceed \$105,000 for the Replace Perimeter Fencing – Phase 1 and 2 Project. The motion was seconded by Commissioner Copeland and was unanimously approved.

**NEW BUSINESS:** None

**EXECUTIVE SESSION:** None

There being no further business, Commissioner Wetzel motioned to adjourn. The motion was seconded by Commissioner Copeland and was unanimously approved. The meeting adjourned at 6:04 pm.