

**REGULAR MEETING OF THE 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, June 27, 2019 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:05 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	Rebecca Epperson - Chartwell
Paul Cicero	X	Shelly Cassaro	X	
K. Edward Copeland		Kathy Bruggeman	X	
Tom Dal Santo	X	Zack Oakley	X	
Pat Derry	X	Jeff Polsean	X	
Tonya Lamia	X	Matt Zinke	X	
Tom Myers	X	Seth Nygren	X	
Tom Lester – legal counsel	X	Tracey Halbrader	X	
		Chip Geiger	X	

A motion was made by Commissioner Dal Santo, seconded by Commissioner Dal Santo and was unanimously approved to accept the minutes of the May 23, 2019 Regular Board Meeting. A motion was made by Commissioner Myers, seconded by Commissioner Agnew and was unanimously approved to accept the minutes of the June 20, 2019 Planning & Finance Committee Meeting.

STAFF REPORTS:

Shelly Cassaro – Deputy Director of Finance and Administration reported on the following:

- Introduced our new Finance Manager, Tracey Halbrader. She started in May this year. She is diligently working on year end items and getting the new year budget underway.

Zack Oakley - Deputy Director of Operations and Planning reported the following with a PowerPoint presentation:

- Cargo Building addition:
 - Interior – sorting stations, scales, offices and mezzanine

- Exterior parking lot (864 parking spots) and widening of Kishwaukee Road has been completed.

Jeff Polsean – Economic Development Manager reported the following with a PowerPoint presentation:

- Terminal Building construction update:
 - Women’s restroom is complete. The baby changing station is included in this renovation.
 - Gate 3
 - New generator

Seth Nygren – Operations Manager reported the following:

- The badging process for Pinnacle Logistics is going well. We’ve processed over 800 applicants to date.

Mike Dunn – Executive Director briefed the Commissioners on the following:

- Erin Guthrie, Director of DCEO recently visited and toured RFD. She was very complimentary of our operation and growth.
- Lipsig airport was here for a visit/tour of our facility. We look forward to continuing discussions with their organization.

OLD BUSINESS: None

NEW BUSINESS: Mike Alesia of Alliant Mesirow presented the business insurance review. He gave an explanation of the process and gave an overview of each category. Alliant Mesirow solicited quotes and determined the best coverage and premiums for the Authority. Property insurance offered by Alliant Property Insurance Program (APIP) provides the most cost effective and comprehensive coverage.

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Lamia motioned to approve **Resolution #19-16** approving the new Slate of Officers for May 1, 2019 – May 1, 2020. The motion was seconded by Commissioner Dal Santo and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-17** approving an Addendum to the contract for Schindler Elevator to service four Escalators and one Elevator in the GRAA Terminal

at a cost of \$2,275 per month. Addendum will expire on February 15, 2024, for a total expenditure of \$125,125 over 55 months. The motion was seconded by Commissioner Dal Santo and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-18** approving an amendment of the construction phase engineering services agreement with Crawford, Murphy & Tilly, Inc. for Rehabilitation of Taxiway Intersections F, A, and G. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-19** approving business insurance renewals for the period beginning July 1, 2019 through June 30, 2020 as set forth below. The motion was seconded by Commissioner Agnew and unanimously approved.

Coverage	Broker/Carrier	2019-2020	2018-2019
Airport General Liability	Starr Aviation	\$27,735	\$27,735
Property	Alliant Property Insurance Program	100,818	101,923
Crime	Hanover Insurance Company	2,476	2,472
Business Auto	Hudson Insurance Company	18,402	19,949
Public Officials/EPLI	Chubb Insurance Company	18,449	16,285
Storage Tank	Crum & Forster	5,903	3,877
Customs Bond	Argonaut Insurance Company	1,000	1,000
Cyber Liability	BCS Insurance Company	3,160	3,160
	Total Business Insurance	177,943	176,401
Workers Compensation	Beacon Aviation	79,825	81,883
	Total	257,768	258,284

Commissioner Lamia motioned to approve **Resolution #19-20** approving the TSF Subzone Designation to Advanced Flexible Composites, Inc., 421 Walter Ct., 14 Walter Ct., and 1300 Industrial Dr., Lake in the Hills, IL, McHenry County. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-21** approving purchase of 45,000 pounds of Crafcro Roadsaver 221 Sealant from Sherwin Industries of Milwaukee, WI for a total of \$20,725. The motion was seconded by Commissioner Derry and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-22** approving an ASF Subzone Designation to Bergstrom, Inc., 2390 Blackhawk Rd., 5910 Falcon Rd., 5950 Falcon Rd., Rockford, IL, Winnebago County. The motion was seconded by Commissioner Derry and unanimously approved.

There being no further business, Chairman Agnew motioned to adjourn. The motion was seconded by Commissioner Dal Santo and was unanimously approved. The meeting adjourned at 5:58 pm.