

**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, August 22, 2019 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:10 p.m.

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

A motion was made by Commissioner Derry, seconded by Commissioner Agnew and was unanimously approved to accept the minutes of the July 25, 2019 Regular Board Meeting.

STAFF REPORTS:

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

- We have a new USA flag and pole in front of the Main Terminal Building on Airport Drive. The pole is 80’ high and the flag measures 20x30.’
- Cargo numbers for May-July are up 20% over 2018 figures.
- The Allegiant flights to Destin are now complete. The load factors were 80% for the season. Flights to Sarasota will begin November 23 – April 15. Passengers can book those flights now.

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

- Reported the financials through July 31, 2019.
- The first installments for property taxes has been reported.
- The financial audit is now complete. The findings will be presented at next month’s Board Meeting.

Michael P. Dunn, Executive Director reported the following:

- AAR business is increasing. They are currently in the process of hiring more employees in order to keep with their new customers.
- The airport grounds have never looked better due to the new landscaping, flagpole, fencing, etc.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Agnew motioned to approve **Resolution #19-25** approving an FTZ Operating Agreement for five (5) years by and between Bergstrom, Inc., 2390 Blackhawk Rd., 5910 Falcon Rd., 5950 Falcon Rd., Rockford, IL, Winnebago County. The motion was seconded by Commissioner Dal Santo and unanimously approved.

Commissioner Agnew motioned to approve **Resolution #19-26** approving purchase of a 2020 Ford F-150 truck for \$39,473.72 from National Auto Fleet Group, with customization done in the amount of \$6,250 from Buss Boyz Customs, for a total package price of \$45,999.22. The motion was seconded by Commissioner Dal Santo and unanimously approved.

Commissioner Agnew motioned to approve **Resolution #19-27** approving ITB 19-06 in the amount of \$445.00 per ton of deicer (SAE AMS 1431) to Quad Chemical of Virginia Beach, Virginia, in an anticipated budget amount of \$160,000. The motion was seconded by Commissioner Derry and unanimously approved.

Commissioner Agnew motioned to approve **Resolution #19-28** approving ITB 19-07 in the amount of \$4.09 per gallon of deicer (SAE AMS 1435, potassium acetate) to Cryotech of Fort Madison, IA, in an anticipated budget amount of \$175,000. The motion was seconded by Commissioner Dal Santo and unanimously approved.

Commissioner Agnew motioned to approve **Resolution #19-29** approving a contract with William Charles Construction Company of \$163,382.13 for the rehabilitation of the parking lot south drive area and lease area parking lot. The motion was seconded by Commissioner Dal Santo and unanimously approved.

Commissioner Agnew motioned to approve **Resolution #19-30** approving the Greater Rockford Airport Authority Employee Handbook effective September 1, 2019 which supersedes all previous Personnel Policy Manuals. The motion was seconded by Commissioner Derry and unanimously approved.

Commissioner Agnew motioned to approve **Resolution #19-31** approving a settlement with Fitzgerald Equipment to resolve a real estate tax dispute. The motion was seconded by Commissioner Derry and unanimously approved.

Commissioner Agnew motioned to approve **Resolution #19-32** approving a three-year contract with Squeaky Clean Janitorial Service of Rockford, Illinois, in the amount of \$409,707. The motion was seconded by Commissioner Copeland and unanimously approved.

There being no further business, Commissioner Derry motioned to adjourn. The motion was seconded by Commissioner Dal Santo and was unanimously approved. The meeting adjourned at 5:47 pm.