

AIRPORT STUDY TASKFORCE MINUTES

April 21, 2008 @ 2:00 PM

**2ND Floor Conference Room
County Administration Building
189 E. Court Street, Kankakee, IL**

IN ATTENDANCE:

Members – Mr. Kenneth Hearn, Ms. Loretto Cowhig, Mr. Mike Van Mill, Mr. Jeff Jarvis, Mr. George Hawker, Mr. Jason Licon

Staff – Mr. Mike Lammey, Mr. Jim Greenstreet, Mr. Delbert Skimerhorn, Mr. Michael Martin

Others – Shane Saathoff

CALL TO ORDER:

Mike Van Mill called the meeting to order at 2:00 P.M.

PUBLIC COMMENT PERIOD:

None

APPROVAL OF MINUTES:

Minutes of the March 27, 2008 meeting were presented. A motion to accept the minutes was made by Mr. Hearn, seconded by Mr. Hawker. The motion passed unanimously.

INTERVIEWS OF APPLICANTS:

Chairman Van Mill led a brief discussion of the procedure for the interviews, explaining the consultants would be brought in one firm at a time. They would set up their presentation on the computer and any display material. They would be given thirty minutes to present their proposal, followed by up to fifteen minutes for questions from the committee and staff. There would be a brief break between presentations to allow the next presenter to set up.

- A. TY Lin International. A presentation was made by James M. Considine, the proposed project manager.
- B. Crawford, Murphy & Tilly, Inc.(CMT) A presentation was made by Bradley M. Hamilton, the proposed project manager.
- C. Tyson Engineering, Inc. A presentation was made by David Tyson, the proposed project manager.

Each presenter was asked questions by various committee members and staff.

SELECTION:

Chairman Van Mill led discussion of the three presentations with the committee. A motion was made by Mr. Jarvis to forward to the Planning, Zoning and Agriculture Committee of the County Board, the recommendation of contracting Crawford, Murphy & Tilly, Inc. (CMT) to do the Airport Study Project. The motion was seconded by Mr. Hearn. Motion passed unanimously.

PAYMENT DISCUSSION:

The committee discussed the payment procedure for billings as they are submitted. Bills for services under the contract will come to the County, copied and forwarded to the City of Kankakee and the Airport Authority. The percentage of each billing will be identified for each entity to pay, 40% for the City of Kankakee, 10% for the Airport Authority and 50% for the County (with the County portion coming from two separate funding sources). The County, City and Airport Authority will each directly pay the contractor their respective portion of the bill.

MEETING SCHEDULE:

Next meetings are scheduled for:

May 29, 2008 @ 3:30 PM

June 26, 2008 @ 3:30 PM

ADJOURNMENT

Mr. Hawker moved to adjourn and Mr. Licon seconded, unanimous vote. Chairman Van Mill adjourned the meeting at 4:18 PM.