

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET, AND AUDIT COMMITTEE
WEDNESDAY, AUGUST 20, 2025**

A meeting of the Finance, Budget, and Audit Committee of the DuPage Airport Authority Board of Commissioners was convened at the DuPage Flight Center Building, Third Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, August 20, 2025. Committee Chairman Ledonne called the meeting to order at 3:08 p.m. A physical quorum was present for the committee meeting.

Commissioners Present: Charvat, Chavez, Davis, Giunti, LaMantia, Ledonne, Ligino-Kubinski, Puchalski

Commissioners Absent: None

DuPage Airport Authority Staff Present: Mark Doles, Executive Director; Patrick Hoard, Director of Finance; Dan Barna, Director of Operations and Facilities; Kristine Klotz, Executive Assistant and Board Liaison; Karin Kietzman, Procurement Manager; Aidan Moore, Information Technology Assistant.

Others: Dan Pape, CMT.

OLD BUSINESS

None

NEW BUSINESS

Proposed Resolution 2025-2714; Ratification of the Executive Director's Execution of an Employee Benefits Insurance Broker Retainer Agreement with Alliant Insurance Services, Inc.

Ratifies the Executive Director's execution of an employee benefits insurance broker retainer agreement for the term of two (2) years, subject to three (3) one (1) year extensions.

Committee Chairman Ledonne read into record Proposed Resolution 2025-2714. A **MOTION** was made by Commissioner Davis to recommend Board approval of Proposed Resolution 2025-2714; Ratification of the Executive Director's Execution of an Employee Benefits Insurance Broker Retainer Agreement with Alliant Insurance Services, Inc. The **motion was seconded** by Commissioner Chavez. Executive Director Doles advised that this item was planned for action for June, but due to not having a quorum no Board action could occur. The Request for Proposal process was conducted, resulting in three submissions. An evaluation panel determined that Alliant Insurance Services, Inc. was the most favorable choice for the Airport Authority to serve as consultants for medical, dental, vision, and life insurances. In addition to brokerage services, Alliant will provide employee education sessions, assist with open enrollment and the addition of employees, and support employees with claim resolution. Mr. Doles noted that the previous contract with Alliant Insurance Services expired on July 1, 2025, and that it was necessary to assemble a new brokerage team in order to bring proposals to the open market. Members present at the June Board Meeting had expressed consensus for Mr. Doles to proceed with retaining Alliant. Mr. Doles also advised that a meeting with Alliant is scheduled for tomorrow morning to review the submitted proposals.

Commissioner Davis inquired about the timing of employee open enrollment. Patrick Hoard responded that open enrollment begins the first week of September and will be completed by October 1. There was no further discussion and the motion passed by roll (5-0).

Proposed Resolution 2025-2715; Award of Contract to Flood Bros Disposal Co. for Garbage Disposal Services.

Approves a one (1) year garbage disposal services contract, subject to two (2) one (1) year extensions for an annual cost of \$10,679.

Committee Chairman Ledonne read into record Proposed Resolution 2025-2715. A **MOTION** was made by Commissioner Davis to recommend Board approval of Proposed Resolution 2025-2715; Award of Contract to Flood Bros Disposal Co. for Garbage Disposal Services. The **motion was seconded** by Commissioner Chavez. There was no discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2025-2716; Award of Contract to Pelican Chemicals, Inc. for the Procurement of Potassium Acetate Runway Deicing Fluid.

Approves the procurement of up to 16,800 gallons of Potassium Acetate on an as-needed basis for the 2025/2026 winter season for a cost not-to-exceed \$94,080.

Committee Chairman Ledonne read into record Proposed Resolution 2025-2716. A **MOTION** was made by Commissioner Davis to recommend Board approval of Proposed Resolution 2025-2716; Award of Contract to Pelican Chemicals, Inc. for the Procurement of Potassium Acetate Runway Deicing Fluid. The **motion was seconded** by Commissioner Chavez. Karin Kietzman reported that this item was issued for bid in June. Three proposals were received and reviewed. Dan Barna advised that expenditures would be managed on an as needed basis. During the previous winter season, approximately 13,000 gallons of potassium acetate were applied. Mr. Barna advised that there are two 8,000-gallon tanks on the field for storage. Once the product is received and stored onsite it does not expire. Mr. Barna advised that \$5.65 per gallon is a good price for Potassium Acetate. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2025-2717; Award of Contract to Nachurs Alpine Solutions, LLC for the Procurement of Sodium Formate Runway Deicing Material.

Approves the procurement of up to 24 metric tons of Sodium Formate on an as-needed basis for the 2025/2026 winter season for a cost not-to-exceed \$42,240.


Committee Chairman Ledonne read into record Proposed Resolution 2025-2717. A **MOTION** was made by Commissioner Davis to recommend Board approval of Proposed Resolution 2025-2717; Award of Contract to Nachurs Alpine Solutions, LLC for the Procurement of Sodium Formate Runway Deicing Material. The **motion was seconded** by Commissioner Chavez. Karin Kietzman advised that in June this item went out for bid. Two bids were received and reviewed. Committee Chairman Ledonne inquired if the bid could be presented as one for both Potassium Acetate Runway Deicing Fluid and Sodium Formate Runway Deicing Material. He added is there anything preventing the Airport Authority from Procurement standpoint regarding whether bids for sodium formate and potassium acetate could be combined. Executive Director Doles advised against this approach, if that company ceased operations, the Authority would be left without deicing product during the winter season. Commissioner Davis asked for clarification between the two products for the new commissioners. Mr. Doles explained that

potassium acetate is applied before or during icing events to prevent ice formation on runways, while sodium formate is a granular product used to penetrate and remove accumulated ice. There was no further discussion and the motion passed by roll call vote (5-0).

OTHER BUSINESS

Committee Chairman Ledonne consulted with the committee members to schedule a Special Finance, Budget, and Audit Committee Meeting for Monday, October 27, 2027 to review the Tentative Operational Budget.

Commissioner Davis made a **MOTION** to adjourn the Finance, Budget, and Audit Committee Meeting; the **motion was seconded** by Commissioner Chavez and was passed by a unanimous voice vote. The committee meeting was adjourned at 3:22 p.m.



Michael V. Ledonne, Chairman
Finance, Budget, and Audit Committee