

## **MINUTES OF THE SPECIAL MEETING OF THE WHITESIDE COUNTY AIRPORT BOARD**

A Special Meeting of the Whiteside County Airport Board was held on January 6, 2023 in the Terminal Building at the Whiteside County Airport, Rock Falls, Illinois at 9:00 a.m.

Present were board members: President Monte Van Kooten, Nick Dirks, Mike Zolli and Chris King. Also present was Darin Heffelfinger, Bill Havener, Nancy Havener, Pete Harkness and Rick Menzel - Blunier Builders.

**Public Comment.** None.

### **Unfinished Business.**

Van Kooten said he received an email from April Shaffner, (Consultant with Simple Grants) that there are grants out there to apply for and Van Kooten asked if it was worth them putting the time into applying. Dirks did some research and there were maybe two (2) that the airport may qualify for. Heffelfinger is going to contact Doug at CMT to find out his input. Van Kooten said the email mentioned it would take a lot of time and effort since they don't have much insight besides the email they received mentioning they are out there.

Proposed Hangar. Van Kooten said that Harkness met with a group including Gary Camarano, Susan Stickel, Joel Horn and Russ Renner (County Engineer) regarding the hangar. Van Kooten said he spoke with the County Administrator and he asked the States Attorney about receiving specs and a bid from the same company. The States Attorney said it was not illegal but he did not advise to do it due to a potential unfair advantage. Rick Menzel said he would give the specs for the building to eliminate the cost of an architect. Van Kooten said the suggestion of the States Attorney was to receive the specs from a company but they should be excluded from bidding on the project.

Harkness suggested taking the preliminary design to OSF to verify it is what they would want and will work for their hangar at the airport. Now is also the time to update the exterior design if anything is needed. Van Kooten asked how the bidding process worked and the bids would come in with a price and quality which needs to be considered when choosing the bid and not necessarily going with the cheapest. Van Kooten asked if Menzel had anything to work with when talking with OSF and Menzel said he had a floor plan, but that was it and he could work up the design as soon as he knows what OSF would like. Van Kooten said the next steps are to (1) check with OSF to make sure their needs are met; (2) meet with Menzel to give him the specs of the building; and (3) send the specs to the county to start the bidding process.

Zolli said if the bids that would be received would be primarily for the same building, but may include different materials, then he doesn't think the extra money for an architect is needed. Menzel said the specs would not include their name on the photos for the bidding process. The current building floor plan is for a 72'x88' building with a 60'x20' door. King questioned why the door was not insulated. Menzel said they come uninsulated but are sprayed with spray foam for insulation. A discussion took place if 20' was tall enough for the helicopter. Menzel said he would need to know what is needed for clearance and what size of hoist is needed. Heffelfinger said for the hoist he could stop into the Peru airport and find out from the OSF mechanic what they currently

have there and what is needed for the hoist. Menzel said that he was planning on an oil and water separator to be put in along with the drain.

Van Kooten questioned if the design could be done by the regular meeting next Thursday. Menzel thought if the requirements from OSF were found out he could have the design done prior to the meeting. Harkness also suggested working with the health department to get requirements of for the well and septic and electrical. Menzel said he is currently only going to the end of the exterior of the building for the specs and if more is needed he will need to know that as well. A discussion took place on the current septic systems and where they were located and if a new septic would need to be put in or if it could be expanded under the road. King mentioned she spoke with Doug Furr and he didn't believe a new septic could be put in due to the water table being too high. Menzel said to have the well, septic and electrical included in the specs he will need to know the distance that would be needed to get the building hooked into. Menzel questioned how big the current septic tank was and if it is capable of holding the new building. Van Kooten said he would like to have all the extra requirements included in the bid for the building. Van Kooten will check with OSF for requirements and Darin will find out where the septic is and the capacity of the current septic tank. King suggested having the health department come out to the airport to find out their requirements and if the new building can be tied in to the current one and verifying with Doug Furr that a new one can be added.

Harkness also suggested Heffelfinger talk to Russ Renner to make sure there is no issue with drainage.

There being no further or other business to come before the board, on motion duly made by Dirks, seconded by Zolli and passed unanimously, the meeting was adjourned 9:57 a.m..

Respectfully submitted,

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Secretary