

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE WHITESIDE COUNTY AIRPORT BOARD**

The regular monthly meeting of the Whiteside County Airport Board was held at 5:04 p.m. on March 16, 2023 in the Whiteside County Airport terminal.

Present for the Board were: Vice President Nick Dirks and Ben Adolph. Monte Van Kooten, Chris King and Mike Zolli attended via zoom. Others present were: Darin Heffelfinger, Paul Cunniff -Whiteside County Board and Jackie Damhoff.

Vice President Dirks called the meeting to order and asked for roll call.

Dirks then asked for approval of the consent agenda items including minutes of the regular meeting on February 16, 2023 the itemized bills which a copy is attached hereto, accounts receivable and the business and economic report. Upon motion by Adolph and second by King, the consent agenda items were unanimously approved, five (5) votes in the affirmative.

The following financial transactions were reported:

CD Interest	\$2,657.62
Total Disbursements for March 2023 (See itemized list of bills attached)	\$16,749.96

RECEIPTS

Receipts	Total Receipts
T-Hangar Rents	\$5,105.00
Radio Ranch, Inc.	\$745.00
Sauk Valley Aviation – Flowage Fee	\$96.87
Davis & Gisi – Building B	\$500.00
Prof. Lot Maint. – 6SW Garage	\$---
Angel Blazquez- 6NE Garage	\$100.00
OSF Aviation LLC	\$700.00
Jet Ready	\$--
Green Rose Farms (2023 Farm Rent)	\$32,300.00
State of Illinois – Reimbursement SQI-4849	\$19,731.15
Total Receipts	\$59,278.02

CDS

SVB CD Maturing 8/17/23	\$554,211.00
SVB CD Maturing 5/18/23	\$329,075.00

FUEL

Total Gallonage sold by Sauk Valley Aviation for month of: February

Total Jet A Gallons Pumped: 350.5

Total 100 LL Self Service Ground : 883.1

BUSINESS & ECONOMIC REPORT

For the month of: February

Visitors & Fuel Customers

Customer Planes

Sauk Valley Aviation

8

5

Radio Ranch

2

2

Total

10

7

ACCOUNTS RECEIVABLE

Luke VanderBleek	2D	January	\$102.00
Rex Meyers	4A	February	\$344.00
OSF	5C	February	\$350.00
Robert Henson	5H	July - November/January-February	\$1,060.00
Sean Cassens	6H	December - February	\$380.00
Prof. Lot Maintenance	6SW	January - February	\$220.00
		TOTAL	\$2,456.00

Public Comment. None**Manager's Report.**

1. **Equipment.** The batwing and JD 1585 mower are in storage. The JD Gator, Toyota courtesy car, Bollman courtesy car and Traverse courtesy car are all operational. The JD6130 is operational, and Prairie State Tractor serviced the tractor on March 15. The Ford pick-up is operational and plow fluids were serviced and the plow lift chain was replaced. Plow#1-Yellow is operational and Plow#4-Blue is operational and the overhead emergency lights on top of cab were replaced. The snow blower is operational.

Fuel farm is operational, and Howard Lee & Sons completed their monthly U.S.T. inspection on March 14, 2023.

The airfield lighting and equipment is operational, and one (1) fixture was replaced. Tri City Electric has been informed that runway 18 REIL light has failed again. CMT has questioned Tri City about the lights and Tri City indicated they have had a problem communicating with the light manufacturer "ADB".

2. **Terminal Building.** The furnace filters were changed.

3. Hangars. Hangar 1C is rented temporarily and 2A has broken lift cables which will be replaced.
4. Airport Improvements. CMT completed the survey work for the entrance road replacement project. The 7/25 runway resurface project is under review by the FAA. The OSF hangar notice was run in the newspaper on March 15, 2023. Civil/Helm is planning to start the taxi-way extension project mid-May and the preconstruction meeting should be set for early April.
5. Activities. Civil Air Patrol continues to meet on Monday nights.

Public Comment. None.

Old Business.

Unfinished Business.

1. Bidding Process for new hangar. Heffelfinger said the notice for bids was run in the Gazette on March 15 and the bids are due by March 31 at 10:00 a.m. at the terminal building. They are to be opened and read publicly at that time. It was discussed to have the bid openings published on Facebook and put on the website with the link to the packet. Heffelfinger will put the information on the website and reach out to Russ Renner and Pete Harkness to see if they can be present during the reading of bids.
2. State Reimbursement. Heffelfinger said he sent the bank statement as requested to the State for proof of the payment. He said he was told a week ago it will be processed and sent out. Heffelfinger is planning on 2-3 weeks.
3. Security Cameras. Heffelfinger said that equipment is starting to come in and Ufkin was notified. Heffelfinger is hoping that within a month the process will start to start putting them up.

New Business.

The meeting will need to be posted for March 31, 2023 at 10:00 a.m. for the reading of the bids.

Next Meeting. The next regular meeting is scheduled for April 13, 2023 at 5:00 p.m. at the Airport Terminal Building.

Adjournment. There being no further or other business to come before the board, on motion duly made by Adolph, seconded by Zolli and passed unanimously, the meeting was adjourned 5:30 p.m..

Respectfully submitted,

Secretary