

**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 5:02 p.m. on May 11, 2023 in the Whiteside County Airport terminal.

Present for the Board were: President Monte Van Kooten, Nick Dirks, and Chris King. Mike Zolli attended via Zoom. Others present were: Darin Heffelfinger, Bill Havener, Nancy Havener, Larry Russell - Whiteside County Board and Jackie Damhoff.

President Van Kooten called the meeting to order and asked for roll call.

Van Kooten then asked for approval of the consent agenda items including minutes of the regular meeting on April 13, 2023, the itemized bills which a copy is attached hereto, minutes of the special meeting on April 19, 2023, accounts receivable and the business and economic report. Upon motion by Dirks and second by King, the consent agenda items were unanimously approved, three (4) votes in the affirmative.

The following financial transactions were reported:

| | |
|--|-----------------|
| CD Interest | \$1,145.69 |
| Deposit CD Cash | \$50,000.00 |
| VOID Check #6132 – Menards | \$477.15 |
| VOID Check #6264 – Visa | \$255.47 |
| Total Disbursements for May 2023 (See itemized list of bills attached) | \$23,193.71 |

RECEIPTS

| | | |
|------------------------------------|----------------|--|
| Receipts | Total Receipts | |
| T-Hangar Rents | \$4,499.00 | |
| Radio Ranch, Inc. | \$745.00 | |
| Sauk Valley Aviation – Flowage Fee | \$324.22 | |
| Davis & Gisi – Building B | \$ - | |
| Prof. Lot Maint. – 6SW Garage | \$- | |
| Angel Blazquez- 6NE Garage | \$200.00 | |
| OSF Aviation LLC | \$350.00 | |
| Total Receipts | \$6,118.22 | |

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: April | |
| Total Jet A Gallons Pumped: | 2469.4 |
| Total 100 LL Self Service Ground : | 1104 |

BUSINESS & ECONOMIC REPORT

| | |
|----------------------------|----------------|
| For the month of: February | Fuel Customers |
| Sauk Valley Aviation | 64 |
| Radio Ranch | 6 |
| Total | 70 |

ACCOUNTS RECEIVABLE

| | | | |
|-----------------------|-----|-------------------------------|------------|
| Romaine Albrecht | 1B | May | \$62.00 |
| Bruce Colmark | 1F | May | \$102.00 |
| Doug Baker | 2B | May | \$50.00 |
| Luke VanderBleek | 2D | January | \$102.00 |
| Frank Strader | 2E | April | \$107.00 |
| Nick Simmer | 4E | May | \$126.00 |
| Keith Schriener | 4H | January | \$126.00 |
| Robert Henson | 5H | July - November/January-April | \$1,220.00 |
| Mohammed Shaker | 5I | May | \$150.00 |
| Sean Cassens | 6H | December - May | \$788.00 |
| Prof. Lot Maintenance | 6SW | January - May | \$550.00 |
| | | TOTAL | \$3,383.00 |

Public Comment. None

Manager's Report.

1. **Equipment.** The batwing is in storage and the JD 1630 was serviced on March 15, 2023. The JD Gator is operational and the weed sprayer motor went out. JD 1585 mower had the drive belts replaced. The Toyota courtesy car, Bollman courtesy car and Traverse courtesy car are all operational. The Ford pick-up, Plow#1-Yellow and Plow#4-Blue are all operational. The snow blower is in storage.

Fuel farm is operational, and Howard Lee & Sons completed their monthly U.S.T. inspection and updated software for the Fuel Master system on May 5, 2023.

The airfield lighting and equipment is operational, and two (2) light bulbs were replaced for the taxiway light fixture. Engle/Helm Group has the beacon running. FAA repaired the failed localizer antenna for the ILS on May 10, 2023.

2. Terminal Building. The furnace filters were changed. The iron filter/water softener is malfunctioning. Water, Inc. is going to try to make repairs this week.
3. Hangars. Hangars 1C, 2A and 3A are available for rent.
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. Civil/Helm is planning to start the taxi-way extension project mid-May. The only foreseen delay may be with acquiring the electrical equipment which is needed. Morris Spraying Service swept Runway 7/25 and the north and south ramp.
5. Activities. Civil Air Patrol continues to meet on Monday nights.

Public Comment. None.

Old Business. None.

Unfinished Business.

1. New Hangar Project Van Kooten said the lease with OSF has been going back and forth with the Attorney that the board engaged and legal people from OSF. Heffelfinger is to get quotes for septic from Jackley as well as Furr. Van Kooten to call Rick Menzel with Blunier Builders.
2. Security Cameras. Van Kooten said Ufkin is still waiting for the cameras to come in before setting them up.
3. Fuel Truck. Heffelfinger said this can wait until later even though there is a Challenger coming in May and since there is not a fuel truck available, there will likely not be any fuel sales for the jet.

New Business.

1. **CD Renewal.** Van Kooten said there is a \$300,000.00 CD that is up for renewal. After discussion, a motion was made by King, seconded by Dirks to renew the Sauk Valley Bank CD in the amount of \$300,000.00 for six months.

Van Kooten said that there is a \$450.00 bill due for insurance for the 501(c)(3). It was discussed on whether to have the board write out a check to Wings Over Whiteside to cover this or how much was in the account for Wings Over Whiteside.

Dirks said Full Throttle reached out to him about doing a formation at the airport before Oshkosh which would be the weekend of July 20-23. There would be about 20-30 planes and they would like the airport to provide 8-10 hotel rooms for organizers for the event from Thursday through Saturday night. They also want a block of rooms set up for additional organizers or attendees. It was discussed they could work out of Hangar D for the event. There is no need to necessarily promote but it would boost fuel sales. Dirks will reach out to find out the seriousness of the event and how many hotel rooms would be needed exactly.

Next Meeting. The next regular meeting is scheduled for June 15, 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 Dirks, seconded by Zolli and passed unanimously, the meeting was adjourned 5:32 p.m..

Respectfully submitted,

Secretary