

**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 9:04 a.m. on July 15, 2023 in the Whiteside County Airport terminal.

Present for the Board were: President Monte Van Kooten, Nick Dirks, and Chris King. Others present were Darin Heffelfinger, Bill Havener, Nancy Havener and Paul Cunniff - Whiteside County Board. Gary Orlando attended via Zoom.

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 June 15, 2023, the itemized bills which a copy is attached hereto, minutes of the special meeting on June 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 (3) votes in the affirmative.

The following financial transactions were reported:

CD Interest	\$1,716.41
1 st RE Tax Distribution	\$139,495.33
VOID Ck #6337 – Prairie Street Tractor (overpayment)	\$1,076.56
Total Disbursements for July 2023 (See itemized list of bills attached)	\$31,500.18

RECEIPTS

Receipts	Total Receipts
T-Hangar Rents	\$2,129.00
Radio Ranch, Inc.	\$745.00
Sauk Valley Aviation – Flowage Fee	\$312.34
Davis & Gisi – Building B	\$500.00
Prof. Lot Maint. – 6SW Garage	\$-
Angel Blazquez- 6NE Garage	\$100.00
OSF Aviation LLC	\$-
State of Illinois – Reimbursement SQI-4895	\$37,534.12
Total Receipts	\$41,320.46

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: June	
Total Jet A Gallons Pumped:	1773.8
Total 100 LL Self Service Ground :	1928

BUSINESS & ECONOMIC REPORT

For the month of: June	Fuel Customers
Sauk Valley Aviation	77
Radio Ranch	4
Total	81

ACCOUNTS RECEIVABLE

Romaine Albrecht	1B	May - July	\$266.00
Bruce Colmark	1F	May - July	\$270.00
Doug Baker	2B	May - July	\$274.00
Luke VanderBleek	2D	January	\$102.00
Nick Simmer	4E	July	\$126.00
Keith Schriener	4H	January	\$126.00
OSF	5C	June & July	\$700.00
Robert Henson	5H	July - November/January-April	\$800.00
Mohammed Shaker	5I	July	\$150.00
Sean Cassens	6H	December - July	\$1,060.00
Prof. Lot Maintenance	6SW	January - July	\$770.00
		TOTAL	\$4,644.00

Public Comment. None

Manager's Report.

1. **Equipment.** The batwing had the right deck clutch plates replaced. The JD6130 is operational. The Toyota courtesy car is out of service due to no brake lights and the battery drains overnight. The Bollman courtesy car and Traverse courtesy car are operational. The Ford pick-up, Plow #1-Yellow, Plow#4-Blue and snow blower are operational. The JD 1585 mower is out of service and Prairie State has picked up the mower again for service. The JD Gator is operational.

Fuel farm is operational, and Howard Lee & Sons completed their monthly U.S.T. inspection and updated software for the Fuel Master system on July 13, 2023.

The airfield lighting and equipment is operational, and three (3) light bulbs were replaced for the taxiway light fixture. FAA repaired the failed localizer antenna for the ILS and the light bulbs in the PAPI.

2. Terminal Building. The furnace filters were changed. The iron filter/water softener is malfunctioning. Water, Inc. has been notified.
3. Hangars. Hangar 3A had the bifold door fuse replaced. The door knob on 1A was replaced.
4. Airport Improvements. CMT submitted the airspace review to the FAA. The 7/25 runway resurface project is still under review by the FAA. Civil/Helm is planning to start the taxi-way extension project early September. 80% has been submitted to IDOT for the entrance road rehabilitation project. The attempt is to have a September 22, 2023 letting for the project. TCS installed the new windows at Radio Ranch.
5. Activities. Civil Air Patrol continues to meet on Monday nights. Civil Air Patrol conducted a multi-unit drill last Saturday. OSF conducted a safety training to first responders from Prophetstown and Sheffield area on July 8, 2023. It included how to select a landing zone in a rural area, how to approach a helicopter and general understanding of hand signals. They will expand their training to other local communities in near future within the county.

Public Comment. None.

Old Business.

1. Rep. Maurice West. King said he would still like a tour of the airport, but could not do it today due to timing. Rep. Fritz would like to tour the airport as well and Dirks said to have a few local pilots on site during the tour would be great. A discussion took place on a date to have the tour and it was agreed to look into August 4.
2. TCS Windows – Radio Ranch windows were installed.

Unfinished Business.

1. Security Cameras. Van Kooten said he did not call Augie to get an update on the cameras. Heffelfinger said one camera is here (license plate camera) but still waiting for the others.
2. New Hangar Project. Van Kooten asked if the meeting was taking place with Pete (Harkness) to keep him up to date with the project. Dirks said they have met once.

Heffelfinger said there is still a hoist issue and the quote came in at \$49,000.00 and Pete (Harkness) feels that the quote/hoist is more than what is needed. Heffelfinger said he will talk to Rick (Blunier) and the crane company to get a detailed quote and find out the price to do a beam across and down for the support. All that was mentioned in the contract was supplying a one (1) ton hoist and if OSF would want an electric hoist, they can pay the extra cost.

Paul Bright has put in for his permits and Sauk Valley Plumbing has also put in for permits; however, the septic may be a little more based on how the soil samples are coming in.

Heffelfinger said the State took back the bill money that the Board was trying to get approved and use as part of this project. Heffelfinger said to use the AIP Grant/bill money part of the ramp could be used for it and the taxiway. Dan Pape is going to call Azwirth and discuss the project with them. If the grant/bill money can not be used, the airport will need to use more funds for the project.

3. 7/25 Project. Heffelfinger said there is nothing new to report. Dirks said he has someone that will write a Letter of Intent to base his airplane at the airport to keep the runway the length it is. Gary (Orlando) said he has been talking with people that have been flying into the airport and they like the long runway and the Board needs to keep fighting and find a way to keep it this length. The length of 6500 feet is vital for the airport and has been this way since 1966. It was discussed to have the representatives support this and help with keeping it.

New Business.

1. Election of Officers. Van Kooten said it was time for the election of the Board. After discussion, a motion was made by Dirks and seconded by King to have Van Kooten as President, Dirks as Vice President, King as Secretary and Zolli at Operations Executive. All members were in favor.
2. Managers Contract. Van Kooten said the managers contract is in September. It was discussed and decided that King and Van Kooten will meet with Heffelfinger before the next meeting.
3. Farm Lease. The farm lease is up and is a three (3) year contract. It was discussed that the front portion will not be in the lease but will need to go to grass for the OSF project. Van Kooten will call Rosengren to let him know the lease is up and it will be up for bid.
4. IPAA Conference Registration. Van Kooten said the IPAA Conference is coming up September 24-26. King said she would be interested in going up again.

Next Meeting. The next regular meeting is scheduled for August 10, 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 King and passed unanimously, the meeting was adjourned 10:18 a.m..

Respectfully submitted,

Secretary