

**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 5:05 p.m. on August 10, 2023 in the Whiteside County Airport terminal.

Present for the Board were: President Monte Van Kooten and Chris King. Ben Adolph attended via zoom. Others present were Darin Heffelfinger, Gary Orlando, Jackie Damhoff and Tom Whitmer - Whiteside County Board.

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 July 15, 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, three (3) votes in the affirmative.

The following financial transactions were reported:

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CD Interest	\$1,461.34
CD Interest Adjustment March – June	\$8,911.81
2 <sup>nd</sup> RE Tax Distribution	\$19,167.53
Total Disbursements for August 2023 (See itemized list of bills attached)	\$16,066.67

**RECEIPTS**

Receipts	Total Receipts
T-Hangar Rents	\$1,853.00
Radio Ranch, Inc.	\$-
Sauk Valley Aviation – Flowage Fee	\$-
Davis & Gisi – Building B	\$-
Prof. Lot Maint. – 6SW Garage	\$-
Angel Blazquez- 6NE Garage	\$-
OSF Aviation LLC	\$-
Total Receipts	\$1,853.00

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**CDS**

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

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**FUEL**

Total Gallonage sold by Sauk Valley Aviation for month of: July	
Total Jet A Gallons Pumped:	1546.3
Total 100 LL Self Service Ground :	3034.2

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**BUSINESS & ECONOMIC REPORT**

For the month of: July	Fuel Customers
Sauk Valley Aviation	130
Radio Ranch	2
Total	132

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**ACCOUNTS RECEIVABLE**

Doug Baker	2B	May - August	\$381.00
Luke VanderBleek	2D	January	\$102.00
Keith Schriener	4H	January	\$126.00
OSF	5C	June - August	\$1,050.00
Robert Henson	5H	July - November/January-April	\$800.00
Sean Cassens	6H	December - August	\$1,196.00
Prof. Lot Maintenance	6SW	January - August	\$880.00
		TOTAL	\$4,535.00

**Public Comment.** None

**Manager's Report.**

- Equipment.** The batwing as cleaned and he deck and gear boxes were lubricated. The JD6130 is operational. Heffelfinger is going to attempt to sell the Toyota courtesy car. The Bollman courtesy car and Traverse courtesy car are operational. There is an additional rental from Russ Renner which is a Ford Taures. The Ford pick-up, Plow #1- Yellow, Plow#4-Blue and snow blower are operational. The JD 1585 mower had a bad sheave and belt replaced by Prairie State. The JD Gator is operational.

Fuel farm is operational, and Howard Lee & Sons completed their monthly U.S.T. inspection on August 9, 2023.

The airfield lighting and equipment is operational, and two (2) 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. The circuit was reset for the PAPI system following a voltage surge which was possibly from a thunderstorm.

The glide slope, AWOS and MALSAR were out of service Tuesday and Wednesday due to a transformer that was down on Polo Road.

2. Terminal Building. The furnace filters were changed and the water filter was changed on the drinking fountain.
3. Hangars. The broken door cables were replaced on Hangar C and the tripped circuit breaker for the overhead lights was reset for Hangar 6C.
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 started the taxiway extension project on Monday, July 31. Final submittal for the entrance road rehabilitation was submitted to IDOT on Monday, August 7, 2023. The attempt is to have a September 22, 2023 letting for the project.

Round up was applied to all light fixtures and blacktop cracks.

5. Activities. Civil Air Patrol continues to meet on Monday nights.

**Public Comment**. Orlando stated a lot of biz jets have been running in and out of the airport lately and he has been trying to capture as many photos as he can to post on social media.

### **Old Business**

1. Rep. Brad Fitts. VanKooten said they had a nice visit with him at the airport to give him a tour. He is in support of the airport and will help with anything that may be needed.
2. Rep. West/Eric Sorenson – VanKooten said they have not heard from them regarding a tour.

### **Unfinished Business**

1. New Hangar Project – Ground Breaking Ceremony. VanKooten said to wait until approval from the county and state before having a ground breaking ceremony. Van Kooten said he received an email from Blunier regarding the cabinets and flowing to be picked out. King will contact Blunier to discuss.
2. Security Cameras. Van Kooten said Augie (Ufkin) said he has not heard back from the vendor regarding the camera, but he will be out next week to take inventory on what has arrived.
3. 7/25 Project. Heffelfinger said Travis at FAA had nothing new to report.

## **New Business.**

1. Managers Contract. Van Kooten said the current managers contract is set to expire September 30 and King and VanKooten met with the manager to discuss a new contract. It was discussed to add \$800.00 to the base pay for the next 12 months which is an 8% increase and then to look at inflation to figure numbers for the next two (2) years.
2. Farm Lease. Van Kooten said he met with Brandon Rosengren to give him an update on the farm lease and that it would be going up for bid again. The front two (2) lots would not be in the bid for the next term, which Rosengren agreed to. Heffelfinger will look into publishing it in the paper to have bids returned by the October 12 meeting.
3. IPAA Conference Registration. Van Kooten said the IPAA Conference is coming up September 24-26. Van Kooten and Heffelfinger will attend the dinner on Sunday and King will attend Monday and Tuesday. Van Kooten will reach out to Dirks and Zolli to see if they will be attending. Adolph is out of town and unable to attend.
4. CD Renewal. Van Kooten said one of the CDs is set to renew in a few days. It was discussed to renew it for an additional three (3) months to have both CDs due around the same time (November 18, 2023) and the Board should know if they will need additional funds for the OSF hangar.

**Next Meeting** . The next regular meeting is scheduled for September 14, 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 Dirks and passed unanimously, the meeting was adjourned 5:41 p.m.

Respectfully submitted,

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Secretary