

**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 September 14, 2023 in the Whiteside County Airport terminal.

Present for the Board were: President Monte Van Kooten, Nick Dirks, Mike Zolli and Chris King. Others present were Darin Heffelfinger, Gary Orlando, Pete Harkness and Doug Wetzell - 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 August 10, 2023, the itemized bills which a copy is attached hereto, accounts receivable and the business and economic report. Upon motion by Zolli and second by Dirks, the consent agenda items were unanimously approved, four (4) votes in the affirmative.

The following financial transactions were reported:

| | |
|---|-------------|
| CD Interest | \$3,672.00 |
| 3rd RE Tax Distribution | \$17,126.13 |
| Total Disbursements for August 2023 (See itemized list of bills attached) | \$49,126.52 |

RECEIPTS

| Receipts | Total Receipts |
|--|----------------|
| T-Hangar Rents | \$4,746.00 |
| Radio Ranch, Inc. | \$745.00 |
| Sauk Valley Aviation – Flowage Fee | \$616.78 |
| Davis & Gisi – Building B | \$1,000.00 |
| Prof. Lot Maint. – 6SW Garage | \$- |
| Angel Blazquez- 6NE Garage | \$200.00 |
| OSF Aviation LLC | \$- |
| State of Illinois – Reimbursement SQI-4895 | \$6,153.35 |
| Heinen Brothers – Aerial App Agreement | \$200.00 |
| Total Receipts | \$13,661.13 |

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: August | |
| Total Jet A Gallons Pumped: | 1373.5 |
| Total 100 LL Self Service Ground : | 1605.8 |

BUSINESS & ECONOMIC REPORT

| | |
|--------------------------|----------------|
| For the month of: August | Fuel Customers |
| Sauk Valley Aviation | 91 |
| Radio Ranch | 5 |
| Total | 96 |

ACCOUNTS RECEIVABLE

| | | | |
|-----------------------|-----|-------------------------------|------------|
| Doug Baker | 2B | May - September | \$488.00 |
| Luke VanderBleek | 2D | January | \$102.00 |
| Triple F LLC | 3E | September | \$107.00 |
| Keith Schriener | 4H | January | \$126.00 |
| OSF | 5C | June - September | \$1,400.00 |
| Robert Henson | 5H | July - November/January-April | \$800.00 |
| Mike Hosto | 6C | September | \$110.00 |
| Sean Cassens | 6H | December - September | \$1,332.00 |
| Prof. Lot Maintenance | 6SW | January - September | \$990.00 |
| | | TOTAL | \$5,455.00 |

Public Comment. None

Manager's Report.

- Equipment.** The batwing was cleaned and the deck and gear boxes were lubricated. The JD6130 is operational. Marcus Fisch offered \$500.00 for the Toyota Courtesy Car. The Bollman courtesy car and Traverse courtesy car are operational. The Ford pick-up, Plow #1-Yellow and snow blower are operational. The Plow #4-Blue is inoperative. The engine died and will not restart. Heffelfinger is going to troubleshoot next week. The JD 1585 mower had the rear center deck wheel replaced. 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 one (1) light bulb was replaced for the taxiway light fixture. FAA removed from service the localizer, glide slope, PAPI, MALSAR, and REILS due to the taxiway construction project. This project has forced the temporary closure of runway 7/25.

2. Terminal Building. The furnace filters were changed and the water filter was changed on the drinking fountain.
3. Hangars. The broken door cables on right side of door were replaced on Hangar D. The electric brake for the door opener on Hangar 1B is not always releasing, causing the breaker to trip.
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. Phase I has been completed and Phase 2 is well underway. The full project should be completed around October 1. 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. CMT has advertised for the OSF hangar site work.
5. Activities. Civil Air Patrol continues to meet on Monday nights. Civil Air Patrol held a multi-unit drill that had a poor turnout due to poor weather. Boy Scouts will be camping and acquiring their aviation badge October 13-15. EAA Chapter 75 will conduct Young Eagle flights on the 14th for the troops.

Public Comment.

Old Business.

Unfinished Business.

1. Managers Contract. A discussion took place about a new three (3) year contract for the airport manager, Darin Heffelfinger. A motion was made by Dirks and seconded by Zolli and passed unanimously to approve the contract.
2. Farm Lease. The farmland is out for bid with a deadline of October 12 for a three (3) year lease.
3. Security Cameras. Ufkin has installed some of the equipment, but has not received all of the cameras.
4. 7/25 Project. A discussion took place about the runway.

New Business.

1. IPAA Conference Registration. A discussion took place about the upcoming conference at Eagle Ridge. King, Van Kooten and Heffelfinger all plan to attend the conference.

A discussion took place about a potential tenant for a corporate hangar.

Next Meeting. The next regular meeting is scheduled for October 12, 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 5:44 p.m.

Respectfully submitted,

Secretary