

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

The regular monthly meeting of the Whiteside County Airport Board was held January 10, 2019 in the Terminal Building at the Whiteside County Airport at 5:00 p.m.

Present for the Board were: President David Koster, Chris King, Ben Adolph and Monte VanKooten. Others present were County Board Representative Doug Wetzell, Darin Heffelfinger and Jackie Damhoff.

President Koster called the meeting to order and asked for roll call. Koster then asked for approval of the minutes of the December 22, 2018 board meeting. Upon motion and second, the special meeting minutes were unanimously approved as written.

The following financial transactions were reported:

The itemized bills were presented for payment, a copy of which is attached hereto. Upon motion duly made and seconded, the bills were unanimously approved, 4 votes in the affirmative.

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CD Interest	\$1,566.90
Total Disbursements for January 2019 (See Itemized list of bills attached)	\$12,399.77

The following Receipts and Accounts Receivable were reported. Upon motion duly made and seconded, the Receipts and Accounts Receivable were unanimously approved, 4 votes in the affirmative.

**RECEIPTS**

Receipts	Total Receipts
T-Hangar Rents	\$7,567.00
Radio Ranch, Inc.	\$1,490.00
Illinois State Police	\$904.99
Sauk Valley Aviation – Flowage Fee	\$126.50
Advanced Asphalt – 6SW Garage	\$-
Angel Blazquez - 6NE Garage	\$0
Total Receipts	\$10,088.49

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**FUEL**

Total Gallonage sold by Sauk Valley Aviation for month of: December  
Total Jet A Gallons Pumped: 843.3  
Total 100 LL Gallons Pumped: 602.4

## BUSINESS & ECONOMIC REPORT

For the month of: October		Visitors & Fuel Customers	Customer Planes
	Sauk Valley Aviation:	38	29
	Radio Ranch:	8	8
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		32	28

### OTHER SPECIAL BUSINESS

NONE

### ACCOUNTS RECEIVABLE

Mohammed Shaker	1D	January	\$102.00
Doug Baker	2B	January	\$107.00
Eric Elmendorf/Frank Strader	2E	January	\$107.00
Nelson Hostetler	3C	January	\$97.00
Rex Meyers	4A	January	\$126.00
Allen Swift	4E	Late fee	\$10.00
Mohammed Shaker	4G	January	\$116.00
John Smith	4I	January	\$100.00
John Smith	5B	January	\$156.00
Illinois State Police	5C	Sept., Oct., March, May	\$2,898.06
Mohammed Shaker	5H	January	\$140.00
Greg Dempsey	6A	January	\$136.00
Mohammed Shaker	6D	December & January	\$272.00
Angel Blazquez	6E	January	\$136.00
Angel Blazquez	6NEGarage	January	\$110.00
Tom Grennan	6H	August - January	\$916.00
Sauk Valley Aviators	6I	January	\$136.00
Marcus Fisch	6J	December & January	\$272.00
		TOTAL	<hr/> \$5,937.06

The board discussed the delinquents and if auto pay could be set up for the future to get the total amount of delinquents down. The board also discussed redoing the contracts for the hangars to include a late fee rather than a discount if paid prior to the 10<sup>th</sup>. Koster stated the contracts are month to month and need to be updated.

**Public Comment.** NONE

### **Manager's Report.**

1. **Equipment.** Darin stated the batwing and JD 997 are in storage, the JD4040 had the fluids serviced. The Ford Pick-Up is operational and the fluids were serviced and the snow plow was mounted in case it is needed this weekend for forecasted snow. Plow #23-Red and Plow #4-Blow both had fluids serviced. The snowblower and fuel farm are both operational. The airfield lighting is operational and nine (9) fixtures were re-lamped.

2. Terminal Building. The furnace filters were replaced. Loescher Heating and Air-Conditioning made a repair to the furnace's flame sensor unit. They have also ordered a new furnace blower motor for the second furnace which has failed.
3. Hangars. Darin said he reset a tripped circuit breaker in 6A (Dempsey's hangar) which has been an ongoing issue. Hangar 1E has been rented to Charles Shaw and two (2) light bulbs were replaced in the hangar. Allen Swift has given notice to exit hangar 4J. Darin commented Mike Hosto mentioned he may rent hangar 4J if he purchases another plane.
4. Airport Improvement. Darin stated he is in the process of repairing the drain tile south of Runway 7 and east of Runway 36.
5. Taxiway A/Signage. J.F. Edwards Construction Company of Geneseo, Illinois, estimated the signage/taxiway project will begin in early spring.
6. Taxiway C & D. The final submittal to the Division of Aeronautics for the Airport's Taxiway C & D Rehab project was submitted.
7. Activities. Great River Region SCCA is requesting the dates of May 5, 2019, June 9, 2019, and August 4, 2019. Civil Air Patrol is continuing to meet every Monday in the terminal.

### **Old Business.**

1. Hall of Fame. Koster stated it was brought to his attention that while Stan Domack was inducted into the airport's Hall of Fame on December 13, 2018 and there was no record of such induction since there was not a quorum during the meeting on December 13. Koster recognized Stan's induction into the Hall of Fame of the Airport on December 13 and stated he was a great asset to the airport.

### **New Business.**

1. Radio Ranch. Koster stated the Radio Ranch lease is a year to year lease and it needs to be renewed. Koster spoke with Ron Hammer and Ron has agreed to the same terms as the prior year for \$745.00 per month rent. The only change Ron requested was due to the rules and regulations he is to have set hours. He would like to have it added to the lease that it is under his discretion to be able to close early as need be. Hammer stated clients usually do not walk in and are by appointment, so this is why he is asking for this change. Koster noted Radio Ranch has been a tenant for 25 years. King stated her only issue with hour change would be if there was competition, which currently is not the case. After discussion, a motion was made by VanKooten and seconded by Adolph to renew the lease with Radio Ranch for one (1) year with the modification of his business hours per his request.

Koster stated there is a meeting in DeKalb on February 6 which a few of the board members would like to attend. Koster said he is already registered and King and VanKooten showed interest in attending as well. Adolph questioned what the meeting was about and King stated it is on economic development, which may give them (the board) direction and resources for the airport's own economic development. King stated it is from 11:00 a.m. – 1:00 p.m. at a restaurant in DeKalb this year instead of the airport.

**Next Meeting.** The next regular meeting is scheduled for February 14, 2019 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 VanKooten and passed unanimously, the meeting was adjourned at 5:37 p.m.

Respectfully submitted,

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Secretary