

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

The regular monthly meeting of the Whiteside County Airport Board was held February 14, 2019 in the Terminal Building at the Whiteside County Airport at 5:00 p.m.

Present for the Board were: President David Koster, Monte VanKooten and Drew Wilkens. King arrived at 5:12 p.m. Others present were County Board Representative Bill McGinn and Dawn Heffelfinger.

President Koster called the meeting to order and asked for roll call. Koster then asked for approval of the minutes of the January 10, 2019 board meeting. Upon motion and second, the 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, 3 votes in the affirmative.

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CD Interest	\$1,711.01
Total Disbursements for February 2019 (See Itemized list of bills attached)	\$16,433.90

The following Receipts and Accounts Receivable were reported. Koster brought attention to the Illinois Public Airport Association bill which is an annual bill and they award Airport of the Year Awards and other information. Koster stated he attended the conference last fall and suggested others attend it this year. Upon motion duly made and seconded, the Receipts and Accounts Receivable were unanimously approved, 3 votes in the affirmative.

**RECEIPTS**

Receipts	Total Receipts
T-Hangar Rents	\$6,023.00
Radio Ranch, Inc.	\$745.00
Illinois State Police	\$904.99
Sauk Valley Aviation – Flowage Fee	\$168.93
Advanced Asphalt – 6SW Garage	\$-
Angel Blazquez - 6NE Garage	\$0
Total Receipts	\$7,841.92

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**FUEL**

Total Gallonage sold by Sauk Valley Aviation for month of: January	
Total Jet A Gallons Pumped:	1353.2
Total 100 LL Gallons Pumped:	480.2

## BUSINESS & ECONOMIC REPORT

For the month of: January		Visitors & Fuel Customers	Customer Planes
	Sauk Valley Aviation:	21	30
	Radio Ranch:	3	3
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		24	33

### OTHER SPECIAL BUSINESS

NONE

### ACCOUNTS RECEIVABLE

Mohammed Shaker	1D	February	\$102.00
Doug Baker	2B	January	\$107.00
Allen Swift	4E	February	\$136.00
Mohammed Shaker	4G	December & February	\$252.00
Illinois State Police	5C	Sept., Oct., March, May	\$3,042.02
Mohammed Shaker	5H	December & February	\$290.00
Allen Swift	6B	February	\$136.00
Mohammed Shaker	6D	January & February	\$408.00
Tom Grennan	6H	August – February	\$1,052.00
Marcus Fisch	6J	December early discount	\$10.00
Prof. Lot Maint	6SWG	Garage February	\$84.00
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		TOTAL	\$5,619.02

### Public Comment. NONE

VanKooten questioned the correspondence from Bill Havener regarding the Hall of Fame. Koster said Havener was not able to be here tonight but said the monitor kept freezing up. Koster asked if walking into a terminal with all old pictures, is that the type of look we want. Looking to move the monitor to where the Hall of Fame was and possibly a banner that states hall of fame above it. On the monitor will have the hall of fame inductees. Wilkens also stated the inductees will be on the website. King questioned putting it on the main screen so it can be seen when walking in. Wilkens stated the digital display gives more to it than just by pictures and picture frames on the wall. Koster said the monitor will be fixed.

### Manager's Report.

Koster stated Darin is attending a seminar for mechanics to be re-certified at Itasca, Illinois.

1. Equipment. The batwing and JD 997 zero turn mower are in storage. The JD 4040 had fluids serviced. The Ford Pick-Up is operational and the fluids were serviced and the snow plow chain was adjusted and left rear taillight was replaced. Plow #23-Red had fluids serviced, broken cylinder lift pin was

replaced, cable carriage lift mechanism was welded and the plow was greased. Plow #4-Blue had fluids serviced and plow greased. The snowblower had blower shear bolts replaced and the ice removed from the credit card reader. The airfield lighting is operational and three (3) fixtures were re-lamped.

2. Terminal Building. The furnace filters were replaced. Loescher Heating and Air-Conditioning installed a new furnace blower motor for the number two (2) furnace that had failed. The frozen pipe was thawed and a light bulb was replaced in the utility room.
3. Hangars. 5C reset tripped circuit breaker. Adam Wilcox of Wilcox Construction will be evaluating hangar 5 to see if there is a possible solution to the ongoing water issues. The aluminum frame work was repaired on the west drive-thru gate.
4. Airport Improvement. All the fire extinguishers were recertified by Company One, Inc.
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.**

NONE.

### **New Business.**

1. Economic Development. Koster and King went to DeKalb last week to the DeKalb County Economic Development Corporation 2019 Business Roundtable at the Taylor Municipal Airport. Presentation given by Jack Penning on DeKalb Airport and what they were doing for economic development. Penning is the consultant for the DeKalb Airport and is consultant for about 100 different airports. Koster said one thing they were the most proud of is they targeted business jets by lowering the price of Jet A (\$3.10/gallon) to pull in business jets flying cross country. VanKooten asked what we charge and Koster stated we are at \$3.99. Running more gallons for the additional revenue. King said they were looking at a solar field on the airport property and are other projects currently doing. Koster stated right now the airport is the City of DeKalb's responsibility only and they were looking at making it more regional and also an airport authority. VanKooten asked if they were impressed and King said there was a major change in two (2) years at that airport. VanKooten asked if the board is thinking of hiring him for Whiteside. Koster said he was not sure but needs discussion. Koster stated the people from Western Illinois University who spoke

regarding the economic development for Whiteside – no one knew a lot about airports.

Koster commented Mark Doholto, a farmer who lives in Franklin Grove, said he was friends with the skydivers and talked Rochelle into getting a longer runway. Koster suggested inviting him to the next meeting and see what his advice would be on hiring a consultant or going with the County to move forward. All members agreed to get another opinion.

Koster said when he spoke with Dan Pape, Pape brought up getting all the things done inside the fence done then go outside the fence for the grant month. Koster suggested possibly new terminal or corporate terminal to attract newcomers. Koster asked if we do trade shows or how to approach others to make it more attractive to make people want to come here.

King stated she isn't sure if the airport should go with the same consultant/company as DeKalb. Dixon hired a consultant who was paid \$25,000.00 to find out they were land locked and they can't close or they will have to pay back the grant money. Koster stated he doesn't want to hire someone and pay the money to not find out much information. Koster stated the board needs to find a way to market the airport and where to go. Koster stated it could be good for Whiteside to be the main hub for flight school. Wilkens stated it isn't as big of a thing as in the business flights in Chicago. Wilkens did state a bigger area to keep planes would be a way to draw more in possibly, which went back to Koster's thought on building a corporate hangar. Koster stated he needs to get ahold of Gary Camerano and find out his plans and contact Mark Doholto to see his thoughts on whether or not to hire a consultant and talk with CMT as well. There was discussion about putting GPS on Runway 136 but idea was dropped. Wilkens said there is a lot of potential and hiring a consultant may be a good way to find out what would work instead of going back and forth on whether it will work at this airport. King also stated Gary Camerano mentioned the "under glass agricultural" (a high value procedure) that can be shipped out on a plane and DeKalb might be doing a lot of that.

DeKalb Airport is not a taxing entity and is all part of city. Their biggest thing is getting other cities around them to start helping to pay for. Koster stated when you look at County's budget, the airport is a small one quarter (¼) of it. Koster stated the board gets \$150,000 to do with what we see fit. Any projects are federally financed at 90%, board pays 5% and state pays 5%. VanKooten asked about the special funding for airport improvements and Koster said the board is still waiting to hear back which is 100% covered by the federal government. DeKalb also has NIU so basketball teams can fly in and out for games so a big advantage for DeKalb Airport.

Wilkens stated Buffalo Wild Wings (BWW) is interested in coming out and will handle all the food/payments for a Whiteside Wing Fest. There will be no cost to airport, they can use as a promotion, it can attract those flying in and out and those pilots doing the FAA Wings program. Wilkens stated he is looking into having a wings presentation in hangar D during this. King questioned if this is something to replace Career Day. Wilkens stated it is not but instead of Career Day it would be Aviation Day and this would be a separate event. VanKooten questioned about keeping the aviation day in September/October. King

questioned how much time is needed to give those that Wilkens is trying to get in attendance for the Wings Day. Wilkens stated the earlier the better. Wilkens stated July would be good for wing fest (BWW will sell the food in a tent), but Wilkens was unsure of his schedule at this point. King asked if the educators need to be contacted first. AOPA has been contacted, but Wilkens has not heard back. Wilkens stated he has reached out to the heads of airshows and the air bosses' stated the airport is perfect for one, but it will take more to plan out and maybe look at 2020. VanKooten questioned who "air bosses" are and Wilkens stated they are the orchestrators of the whole show. It will cost \$30,000.00-\$80,000.00 for a good size airshow, but would have to look at sponsorships and shoot to break even. Wilkens stated the whole point is to get airport exposure. King questioned why the Quad Cities quit having theirs and Wilkens stated there was a disagreement between a few parties.

Koster stated there is a possibility of AOPA for 2020, but Wilkens stated they will have to re-apply for 2020. Wilkens stated after seeing Carbondale lack of success, he is less than enthused in bringing AOPA here and the money could be better directed towards an airshow for the public. Koster stated AOPA gets you on the map for aviation people and the airshow is more of a local thing and gets people enthused. VanKooten stated Davenport did the airshow for 30 years and questioned if there was an opening for it now. King stated when Jerri Robinson was on the board and trying to get the group here, it was because Davenport couldn't get them in. Koster asked what the name of the group was and it was stated it should be in the minutes. Koster stated he will talk to Mark Doholto to see if he can come to the meeting to give his input on opportunities for the airport. It was agreed to move forward with the Wings program and Aviation Day and do more research on airshow for 2020. Bill McGinn said Camereno should work with the airport as he is hired by the County and should help as well.

Wilkens questioned the hangar lease changes and paying online. Wilkens stated he has been working and doing research and he has contact with a program that does the invoicing of the customers through email, credit card processing. Wilkens asked to have it put on the agenda for next month. Management would be \$30.00/month and credit card fees would be 2.9% plus \$1.00 per transaction which is going through the company. Reduction on delinquent list is main point for this system. King question if the county wanted credit cards deposited directly into our account and the tracking of it. Lease can be signed online and kept on file online.

Koster said Karly Spell stopped in earlier this week and stated their hanger is wet and full of ice. She stated this is her first winter in Hangar 5 and she is concerned. They are in Hangar 5 which Koster said has had issues since it was build. Water comes in through the bottom of the door due to the threshold being higher than inside the higher. Seals have been replaced and it did not work. VanKooten questioned what options are.

Burger Bros. Construction was here looking at Radio Ranch's parking lot and had him check out Hangar 5. Possible solution is to cut out 10' inside and 10' outside and pour new concrete with proper slope on it in hangar 5. McGinn questioned putting in a sump pump in and possible 2" drainfield to get it to drain to a sump pump. King questioned if the hangar needs a whole new floor and Koster thought that was a possibility. Wilkens questioned running a channel and

King questioned if that would freeze. Wilkens asked McGinn who the County uses for asphalt. McGinn suggested contacting the city engineer and the would have more information.

Koster stated he has an estimate for \$20,100.00 from Conklin to do the counters and tops in the bathrooms.

McGinn questioned what was going on with the building next door and Koster stated he is still wanting to contact OSF to see if there is a possibility of them coming in.

**Next Meeting**. The next regular meeting is scheduled for March 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 VanKooten, seconded by Wilkens and passed unanimously, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

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Secretary