

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

The regular monthly meeting of the Whiteside County Airport Board was held June 13, 2019 in the Terminal Building at the Whiteside County Airport at 5:02 p.m.

Present for the Board were: President David Koster, Monte VanKooten and Chris King. Others present were County Board Representative Doug Wetzell, Bill Havener, Jim Duffy, James Marks, Ron Hammer, Augie Ufkin, 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 May 17, 2019 board meeting. Upon motion and second, the 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	\$2,600.11
Total Disbursements for June 2019 (See Itemized list of bills attached)	\$46,728.88

The following Receipts and Accounts Receivable were reported. 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	\$4,225.00
Radio Ranch, Inc.	\$745.00
Illinois State Police	\$904.99
Sauk Valley Aviation – Flowage Fee	\$302.38
Prof. Lot Maintenance – 6SW Garage	\$-
Angel Blazquez - 6NE Garage	\$100.00
State of Illinois – Reimbursement SQI-4110	\$14,990.05
Total Receipts	\$21,267.42

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**FUEL**

Total Gallonage sold by Sauk Valley Aviation for month of: May  
Total Jet A Gallons Pumped: 1840  
Total 100 LL Gallons Pumped: 1691.2

## BUSINESS & ECONOMIC REPORT

For the month of: May		Visitors & Fuel Customers	Customer Planes
Sauk Valley Aviation:		47	19
Radio Ranch:		11	11
		<hr/>	<hr/>
		58	30

### OTHER SPECIAL BUSINESS

NONE

### ACCOUNTS RECEIVABLE

Mohammed Shaker	4J	June	\$126.00
Illinois State Police	5C	Sept., Oct., March, May	\$2,137.03
Mohammed Shaker	5H	June	\$136.00
Tom Grennman	6H	April –June	\$386.00
Marcus Fisch	6J	June	\$146.00
Prof. Lot Maintenance	6SW	June	\$50.00
TOTAL			<hr/>
			\$2,981.03

**Public Comment.** James Marks acknowledged the board's strategic activity for the airport and said the EAA is appreciative in the work at the terminal building. He said he would like to see the airport look at adding a corporate hangar. Jim Duffy stated the terminal looks very nice and Koster stated he felt the board was using the tax payer money well and working on getting the airport looking better.

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

1. **Equipment.** The batwing had a broken deck lift cylinder hose replaced. The JD 4040 had fluids serviced and Radio Ranch will be installing an aviation band radio in the cab. The fluids were serviced in the JD 997 zero turn mower and Ford pick-up. Plow #23-Red, Plow #4-Blue and the snow blower are all operational and in storage.

Fuel farm is operational and the monthly check was completed by Howard Lee & Sons on June 11, 2019 with no issues.

The airfield lighting is operational and three (3) fixtures were re-lamped. Engel Electric is still repairing the failed REILS for RWY36 (flashers at the end of the runway). They repaired the control board and have replaced a relay switch. They have ordered slow blow fuses for the control board.

2. **Terminal Building.** The new cabinets are nearing installation completion.
3. **Hangars.** A blown fuse for the door opener was replaced in Hangar 1B. The door opener mechanically failed in Hangar 4E. The opener was taken to

Westwood Machine Shop where repairs were made. The opener was reinstalled and new cables were installed. A broken water line located in the Hangar 4 south garage was repaired with a new section of copper pipe.

4. Airport Improvement. Darin Heffelfinger stated he received an estimate from Professional Lot Maintenance for crack filling and blacktop repair for taxiway A in the amount of \$8,546.80 and for the Radio Ranch lot in the amount of \$4,960.00. He also received an estimate from Burger Brothers for replacing the concrete in front of the terminal building in the amount of \$5,220.00. Darin received an estimate from Broc Colville concrete & Excavating in the amount of \$1,700.00. King stated the Burger estimate talks about the base and Colville does not. Darin stated Colville will also take the concrete one (1) foot out to the blacktop. King suggested getting a price for the base cost from Colville. Koster thought Colville was firm on the price but if there is not a base he will do it correctly. After discussion it was decided to confirm with Colville a cost for the base. No action was taken.
5. Taxiway A/Signage. J.F. Edwards Construction Company of Geneseo, Illinois has estimated the signage/taxiway lighting project to begin the end of June. There was a preconstruction meeting June 10.
6. Taxiway C & D. Martin & Company of Oregon, Illinois has been awarded a bid for \$333,879.39 for the rehabilitation project of taxiway C & D.
7. Activities. Great River Region SCCA's next schedule race date is August 4, 2019. Civil Air Patrol continues to meet every Monday in the terminal and they will participate with security during Wings Fest.

### **Old Business.**

1. Wings Fest. Koster stated it is all on schedule for Saturday and it looks like a lot of interest on the Internet and Facebook. VanKooten did a small clip on WLLT for the event. The radio time for Wings Fest was donated to the airport by Skoog for Wings Fest. There will be five (5) planes from EAA including 3-4 from the airport which will be giving kids rides. The weather is sketchy at this point with a 40% chance of rain. The chairs/tables will be delivered tomorrow. Wilkens will be at the event, but will be on call.
2. Hangar 5 Issues. Koster stated he talked to CMT about the issue and asked what they suggested would be a good fix for the hangar. CMT agreed with 5' of concrete and 14' on 200' of hangar. Koster stated they had already received two estimates but they came in at \$10,000.00 - \$12,000.00 with putting drains in. Koster stated he estimates around \$1,600.00 for the concrete. He suggested having Burger and Henricks rebid with just pouring concrete and cutting and tearing out the current floor. Koster stated CMT thought this may be able to be included when Martin comes to the airport for the other project this summer if everything was ready for them to fix at the time (concrete all out).

**New Business.**

1. **Blood Drive.** Koster stated he received a message from Wilkens regarding hosting a blood drive at the airport. Koster said Red Cross would hold the drive at the airport. King questioned why the Red Cross would hold a drive at the airport when they have their building downtown. Koster wasn't sure of Wilkens reasoning and decided to put this on hold until Wilken's is at the meeting to explain.

King asked for the schedule for setting up for Wings Fest on Friday. Koster stated he is thinking the time for setting up would be between 2:00 and 3:00 p.m. with Buffalo Wild Wings coming at 10:00 a.m. to set up on Saturday.

**Next Meeting.** The next regular meeting is scheduled for July 11, 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, seconded and passed unanimously, the meeting was adjourned at 5:36 p.m.

Respectfully submitted,

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Secretary