

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

The regular monthly meeting of the Whiteside County Airport Board was held July 11, 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 Chris King. Others present were County Board Representative Bill McGinn, Sue Britt, Dawn Heffelfinger and Darin Heffelfinger. Ron Hammer arrived at 5:06 p.m. and Ben Adolph arrived at 5:11 p.m.

President Koster called the meeting to order and asked for roll call. Koster then asked for approval of the minutes of the June 13, 2019 board meeting. Koster noted Sue Britt was not in attendance at the June meeting and Augie Ufkin came to the meeting late. Upon motion and second, the minutes were unanimously approved with the changes. Koster also noted under new business #5 stated the taxiway lighting project is to begin on June 10, Koster stated "10" should be removed.

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, three (3) votes in the affirmative.

| | |
|---|--------------|
| CD Interest | \$2,073.48 |
| 1 st RE Tax Distribution | \$117,896.60 |
| Total Disbursements for July 2019 (See Itemized list of bills attached) | \$28,406.99 |

The following Receipts and Accounts Receivable were reported. Koster noted under the Holland & Sons check, the amount of \$1,226.50 should be for power steering for the Gator and not the JD4040. Upon motion duly made and seconded, the Receipts and Accounts Receivable were unanimously approved, three (3) votes in the affirmative.

RECEIPTS

| Receipts | Total Receipts |
|--|----------------|
| T-Hangar Rents | \$3,255.00 |
| Radio Ranch, Inc. | \$- |
| Illinois State Police | \$1,809.98 |
| Sauk Valley Aviation – Flowage Fee | \$255.58 |
| Prof. Lot Maintenance – 6SW Garage | \$- |
| Angel Blazquez - 6NE Garage | \$- |
| State of Illinois – Reimbursement SQI-4585 | \$43,018.47 |
| Total Receipts | \$48,339.03 |

FUEL

Total Gallonage sold by Sauk Valley Aviation for month of: June

Total Jet A Gallons Pumped: 1016.1

Total 100 LL Gallons Pumped: 2199.6

BUSINESS & ECONOMIC REPORT

| For the month of: June | | Visitors & Fuel Customers | Customer Planes |
|------------------------|--|---------------------------------|--------------------|
| Sauk Valley Aviation: | | 23 | 49 |
| Radio Ranch: | | 7 | 7 |
| | | <hr/> | <hr/> |
| | | 30 | 56 |

OTHER SPECIAL BUSINESS

NONE

ACCOUNTS RECEIVABLE

| | | | |
|-----------------------|-----|-------------------------|------------|
| Mohammed Shaker | 1D | July | \$102.00 |
| Charles Shaw | 1E | July | \$102.00 |
| Frank Strader | 2E | July | \$107.00 |
| Mohammad Shaker | 4G | July | \$126.00 |
| Illinois State Police | 5C | Sept., Oct., March, May | \$2,137.03 |
| Keith Schriener | 4H | July | \$126.00 |
| Mohammed Shaker | 4J | June & July | \$252.00 |
| Terry Gisi | 5A | July | \$140.00 |
| Mohammed Shaker | 5I | July | \$140.00 |
| Mohammed Shaker | 6D | June & July | \$272.00 |
| Angel Blazquez | 6NE | July | \$110.00 |
| Tom Grennan | 6H | April - June | \$522.00 |
| Marcus Fisch | 6J | June - July | \$282.00 |
| Prof. Lot Maintenance | 6SW | June & July | \$50.00 |
| TOTAL | | | <hr/> |
| | | | \$4,468.03 |

Koster stated all the times he has been on the board there has never been a time when all the hangars were filled. Koster congratulated Darin Heffelfinger.

Public Comment. None

Manager's Report.

1. **Equipment.** The batwing is operational and the gear box fluids were checked. The JD 4040 is partially operational. The engine is overheating due to loss of

engine coolant. Meiners believes the head gasket is bad and estimated down time is 6-8 weeks. Meiners charged the a/c and ordered a new a/c condenser as there was a pin hole in the old one, replaced a broken hydraulic t-fitting located between the pump and the reservoir and approximately 15 gallons of tractor fluid was added and the oil was serviced. The JD 997 zero turn mower is operational. Holland and Sons repaired a failed pulley, had fluids serviced, cutting blades replaced and the radiator was cleaned and degreased. Ford Pickup is operational and fluids were serviced. Plow #23-Red, Plow #4-Blue and the snow blower were all run and operated for 30 minutes.

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).

2. Terminal Building. Lenhart Plumbing is working on the automatic urinal valve and Turnroth Signs will be coming out to look at the newly converted terminal sign.
3. Hangars. 4I has been rented to Kelly Hicks and 5I to Mohammed Shaker. All hangars are full of paying customers other than 5E and 5J which have airport equipment stored in them.
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. Colville Concrete estimates they will be here to replace the concrete out front of the terminal around August 1. New stickers for the fuel cabinets for the fuel farm were received yesterday.
5. Taxiway A/Signage. J.F. Edwards Construction Company of Geneseo, Illinois has completed the physical work on the light and sign project. They also replaced broken can mount with a new cement base at no charge. Isaad from CMT will be here on Monday to do the final testing and inspection of the new equipment.
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. Aaron of CMT reported that the C & D project will start approximately the 2nd week of August.
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 finished painting the dog houses around the windsock. Civil Air Patrol will be having a fundraiser at Pizza Ranch in Sterling on Monday, June 15 at 5:00 p.m. The EAA AirVenture Cup Race will be Sunday, July 21 with a possible rain date of Monday, July 22. The different classes of airplanes should fly by the airport as a check point throughout the day. Koster questioned if there was any way to get media to put in the paper about what times planes will be flying past. King asked if the FAA puts out a press release on the event.

Old Business.

1. Wings Fest. Koster stated the weather did not cooperate but had a great turnout. There were 108 kids who signed up (or registered) for Eagle Flights but only 18 were able to take flights. 90 emails/addresses of those who could not fly were taken to be contacted later. Seminars in Hangars C and D were well attended. If weather would have cooperated, more pilots may have attended, but some were stuck to wait out the weather as well. Sauk Valley Association conducted a meeting during the event even though the presenter did not have Wifi he needed. Koster stated BWW seemed pleased but was not sure on the amount of meals that were served. He said since food has been done before and if the board is looking ahead to the September 21 event, the Board needs to consider food trucks and BWW for the event. King asked what is done with the 90 kids that didn't get the Eagle Flights. Darin stated there is a date in September or during our event in September.

New Business.

1. Crack Sealing. Darin stated he has two (2) proposals from Professional Lot Maintenance for taxiway A and the Radio Ranch parking lot. For taxiway A, Franque of Professional Lot Maintenance will fix the cold patch as well as the crack sealing. The cost of \$4,960.00 is for repair work at Radio Ranch in the parking lot. Bids are for replacing it or cutting out the bad spots, sealing and repainting the stripes in the parking lot are included as well. Taxiway A was new 3-4 years ago and as it dries out the cracks show up. Always have gotten excellent reviews from Springfield but the asphalt is getting mature, but Koster feels we need to go ahead with crack sealing this year. After discussion, a motion was made to have Professional Lot Maintenance perform the crack sealing on Taxiway A for \$8,546.80 and Radio Ranch lot for \$4,960.00, seconded and passed unanimously.
2. Election of Officers. Koster stated the Board is appointed by the County Board for three (3) year terms which run from July 1-June 30 each year. VanKooten was reappointed at the end of June by the county. Koster stated he felt an annual election of officers for airport (board) needed to be held. Koster stated he has decided to back away a little bit, but Wilkens has agreed to fill the position of Board President. King has been Vice President and VanKooten will continue as secretary. Koster stated he will still be active on the Board, but does have other interests he would like to take care of. After discussion, a motion was made by VanKooten, seconded by Adolph and passed unanimously to elect Wilkens as Board President of the Airport for the coming years. After discussion, a motion was made by Chris King to nominate Monte VanKooten as Vice President for the Whiteside County Airport by Chris King, seconded by Adolph and passed unanimously. After discussion, a motion was made by Adolph to nominate Chris King as Secretary of the Whiteside County Airport by Ben Adolph, seconded by VanKooten and passed unanimously. Koster stated the airport committee in the past was the president and Wilkens and Koster and it approves any expenditures of the manager and approving the monthly airport bills. Wilkens has agreed to be on the committee and Koster suggested VanKooten as Vice President would

be the appropriate person. After discussion, a motion was made by King, seconded by Adolph and passed to have Wilkens and VanKooten on the airport committee.

Next Meeting. The next regular meeting is scheduled for August 15, 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 5:41 p.m.

Respectfully submitted,

Secretary