

**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 5:02 p.m. on October 15, 2020 in the Whiteside County Airport terminal.

Present for the Board were: President Monte Van Kooten, Dave Koster and Chris King. Nick Dirks joined at 5:25 p.m. Others present were Whiteside County Board representative Doug Wetzell, Jim Duffy, Darin Heffelfinger, Bill Havener, Gary Orlando, Jackie Damhoff and Dawn Heffelfinger at 5:12 p.m.. Drew Wilkens and Dan Gryder attended via "Zoom".

President Monte Van Kooten called the meeting to order and asked for roll call. Van Kooten then asked for approval of the minutes of the September 10, 2020 regular board meeting. Upon motion by King and second by Koster, the minutes were unanimously approved as written. Van Kooten then asked for approval of the Special Board meeting minutes of September 24, 2020. Upon motion by King and second by Koster, 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, four (4) votes in the affirmative.

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CD Interest	\$2,034.94
4th RE Tax Distribution	\$73,187.50
Total Disbursements for October 2020 (See itemized list of bills attached)	\$12,470.08

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

<b>RECEIPTS</b>	
Receipts	Total Receipts
T-Hangar Rents	\$4,948.00
Radio Ranch, Inc.	745.00
Illinois State Police	922.95
Sauk Valley Aviation – Flowage Fee	\$268.87
Prof. Lot Maint. – 6SW Garage	--
Angel Blazquez – 6NE Garage	<u>\$200.00</u>
State of Illinois – Project Reimb. SQI-4689	325.84
Total Receipts	\$7,410.66

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**FUEL**

Total Gallonage sold by Sauk Valley Aviation for month of: September  
Total Jet A Gallons Pumped: 1432.7  
Total 100 LL Self Service Ground : 1851.4

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**BUSINESS & ECONOMIC REPORT**

For the month of: September	Visitors & Fuel Customers	Customer Planes
Sauk Valley Aviation	32	18
Radio Ranch	7	7
Total	39	25

**ACCOUNTS RECEIVABLE**

Kelly Hicks	1B	October	\$102.00
Allen Swift	4E	Partial July & October	\$214.00
Illinois State Police	5C	Sept., Oct., March, May	\$2,101.11
Tom Grennan	6H	May - October	\$762.00
Sauk Valley Aviators	6I	September - October	\$176.00
Marcus Fisch	6J	August - October	\$352.00
Prof. Lot Maintenance	6SW	August - September, October	\$660.00
		TOTAL	\$4,367.11

**Public Comment.** Jim Duffy said the County Board now has a list of people wanting to join the airport board. Duffy thanked the board for all their hard work and getting people interested in joining the board. Duffy also thanked Koster for all his time on the board.

**Manager's Report.**

1. **Equipment.** The batwing, JD6130, Toyota courtesy car, Plow #23-Red, Plow #4-Blue, JD 997 mower, Ford Pick-up and JD Gator are all operational and the snow blower is in storage. The JD 997 mower beacon light was repaired.

Fuel farm is operational and Howard Lee & Sons has scheduled the yearly cathodic testing to be done on November 6. This test will check the integrity of the Jet-A steel fuel tank.

The airfield lighting is operational and three (3) fixtures were re-lamped.

2. **Terminal Building.** The furnace filters were changed, gutters were painted on the backside of the terminal building. The back entryway columns were also painted.

3. Hangars. Kelly Hicks has vacated 4I. Mohammed Shaker vacated 1D and Daryl Dierwechter rented 1D. The bifold door lift cables in building D were replaced.
4. Airport Improvement. The Project SQI-4584 SRE "New Snowplow" update. Heffelfinger said Travis Straight of CMT suggested he should not commit to Bonnell Industries for the purchase of the plow truck until there has been approval from IDA in writing. Heffelfinger received a preliminary email from Richard Borus stating IDA adjusted the funding so \$150,750 in entitlement is available in the budget for the acquisition.

Runway 18/36 blacktop resurfacing project should begin around May 1, 2021 and is estimated to take around six (6) weeks. Project SQI-4766 runway 18/36 lighting project should happen in the spring.

The burn piles by the glide slope building are still being cleaned up.

Radio Ranch requested the airport board replace the light fixtures in Building E. Engel Electric came and did a ComEd LED conversion study and estimate. Engel Electric estimate was \$10,415.00 with a rebate amount of \$3,084. The board discussed who would get the rebate and how that would work since Radio Ranch pays the electric bill.

Three (3) contractors inspected and gave estimates for rewiring of Hangar 5 but only one estimate received to date.

Howard Lee & Sons gave a proposal for replacing the QT Technologies fuel terminal with a Fuel Master brand system. Howard Lee & Sons said with either model unless there is a lightning strike, there will not be any need to come back to work on. This will not be run through the phone line, but instead WiFi.

5. Activities. Civil Air Patrol Monday night meetings have resumed.

**Development Coordinator's Report.** Wilkens said the views are increasing on Facebook and Gary Orlando has been getting great pics from the airport. Wilkens said the website views were down, but the reasoning could be due to no upcoming events.

### **Old Business.**

1. Replacement of the M3000 to the M4000 fuel terminal. Heffelfinger discussed this in his manager's report.
2. Meeting Owl. No major input.
3. Snow Removal Equipment. Heffelfinger said he was told not to pay the bill until there is 100% approval for reimbursement. Van Kooten asked how long the bid was good for, and Heffelfinger said they had 90 days to accept the bid.

## Unfinished Business.

1. Capital Bill Projects. Van Kooten said Camarano will be looking into this project.
2. ACCA 2021. Van Kooten asked if board was nominated for the event yet. Gryder said he was given the green light to announce Whiteside County Airport as the home airport for the ACCA event in July 2021. VanKooten said the County Board Executive Committee approved allowing alcohol on the premises for the event and it goes to the county board for approval on Tuesday, October 20. No hard alcohol will be served, only cans. King said she has three (3) commitments to serve on the board for the event, which include Pete Harkness, Mayor of Rock Falls and Travel and Event coordinator for Rock Falls. Gryder said the next step would be to look into the 501(c)(3) and selecting a board for the corporation. Gryder suggested other events to take place during the event and suggested hosting a 5K on the runway in the morning and possibly a balloon launch either Saturday night or Sunday morning. Another suggestion was an airshow. Koster asked if an airshow took place in Kansas and was told it did not. King asked if the youtubers make own schedule or how they worked and Gryder said, you won't even know they are there and they do their own thing. Koster asked how many attended the Kansas event. Gyder said approximately 30 youtubers, and Saturday had 130 airplanes parked. Gryder said the *Wichita Eagle* published a great article with a full description of the event a few days before which drew a lot of local visitors (approximately 1,500-2,000). Van Kooten asked if Clemens would sponsor the event since it is being moved to Whiteside. Gryder said he is still interested in sponsoring and printing a plane up for the event. King asked if a 5K, balloon launch and an airshow was too much for the event for the first year. Gryder said it was up to the board on what they wanted to include this year. King asked if anyone has reached out to the farmer about planting wheat on the fields in front of airport for the event. No one had to date, but Heffelfinger will reach out to them.
3. Hangar 5/Hangar 1. Van Kooten said it needed to be decided whether they will be doing the concrete work before they commit to the electrical work. The electrical work does not need to be done and can be left in the concrete as it is currently. Van Kooten said they can make a decision at the November meeting.
4. Corporate Hangar. Van Kooten said the lady he had been working with at the USDA office is leaving her position and trying to transition everything over to another person. Koster questioned why not do bonds instead of the rural loan. Van Kooten was unsure but said other local projects, such as Morrison Hospital, went with the rural loan instead of bonds.
5. Airport Usage Fees. Nothing new.
6. USDA Rural Development Loan Pre-Application. Discussed with corporate hangar above.
7. Promotional Booklet. Van Kooten asked Wilkens if the booklets have been ordered. Wilkens said it is finished, he has not ordered but will contact Hefflefinger to get ordered

## **New Business.**

1. **Potential Car Show.** Heffelfinger said Rick Pinkos contacted him about having a car show at the airport with approximately 150 cars. It would not be on the ramp, but parking lot/grass area. Duffy said Pinkos reached out to him and he suggested three possibilities for the car show and one did include the airport. Heffelfinger will reach out to Pinkos to find out more information on the car show event.
2. **Summerdale Road.** Van Kooten said he was contacted by an individual who owns four (4) lots, which are on either side of Summerdale Road. He would like to donate them to the airport, but a mobile home, which he does not own, is located on one lot. Taxes are under \$1,000.00 total for the parcels. Koster asked what the advantage was to taking on the parcels. King said there might be some well and septic cleanup costs if mobile homes were on the lots. Van Kooten will seek more information on the well and septic
3. **TIPS Meeting Date (Virtual).** October 1, 2020 - November 6 2020 at 8:00 a.m., 10:00 a.m., 1:00 p.m. and 3:00 p.m. After discussion of schedules it was decided to attend virtually on October 27 at 3:00 p.m. Heffelfinger will coordinate time with Springfield. Heffelfinger said the projects are going to be consolidated including the north taxiway – 1 year projects. Heffelfinger said 2021 projects would be 100% paid with CARES money.

Koster announced his resignation of the board effective after adjournment of the meeting tonight.

**Next Meeting.** The next regular meeting is scheduled for November 12, 2020 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 7:02 p.m.

Respectfully submitted,

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Secretary