

**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 5:00 p.m. on February 11, 2021 in the Whiteside County Airport terminal.

Present for the Board were: President Monte Van Kooten, Chris King, Ben Adolph and Mike Zolli. Others present were Darin Heffelfinger, Bill McGinn, Gary Orlando and Jackie Damhoff. Nick Dirks and Dawn Heffelfinger joined at 5:12 p.m.

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 January 14, 2021 regular board meeting. Upon motion by Zolli and second by Adolph, 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, five (5) votes in the affirmative with the additional payment of \$63.36 to Visa.

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VOID Check #5950 to O'Reilly Auto (Duplicate payment)	\$483.57
Total Disbursements for February 2021 (See itemized list of bills attached)	\$33,473.41

The following Receipts and Accounts Receivable were reported. Upon motion duly made and seconded, the Receipts and Accounts Receivable were unanimously approved, five (5) votes in the affirmative.

	<b>RECEIPTS</b>
Receipts	Total Receipts
T-Hangar Rents	\$4,628.00
Radio Ranch, Inc.	\$745.00
Illinois State Police	\$922.95
Sauk Valley Aviation – Flowage Fee	\$68.85
Prof. Lot Maint. – 6SW Garage	\$--
Angel Blazquez – 6NE Garage	\$--
State of Illinois – Reimbursement SQI-4689	\$17,680.58
Total Receipts	\$24,045.38

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**FUEL**

Total Gallonage sold by Sauk Valley Aviation for month of: January  
Total Jet A Gallons Pumped: 242.8  
Total 100 LL Self Service Ground : 636.7

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**BUSINESS & ECONOMIC REPORT**

For the month of: January	Visitors & Fuel Customers	Customer Planes
Sauk Valley Aviation	7	13
Radio Ranch	2	2
Total	9	15

**ACCOUNTS RECEIVABLE**

Nelson Hostetler	3C	January & February	\$214.00
John Smith	5B	January & February	\$300.00
Illinois State Police	5C	Sept., Oct., March, May	\$1,106.32
JT Smith	5D	January & February	\$220.00
Angel Blazquez	6NEGarage	February	\$110.00
Kermit Cox	6G	February	\$136.00
Sauk Valley Aviators	6I	Partial December	\$50.00
		TOTAL	\$2,136.32

**Public Comment.** Whiteside County Board member Bill McGinn explained to the new members that the board minutes are sent to both the Whiteside County Public Works board and County Board for approval.

**Manager's Report.**

- Equipment.** The batwing, JD6130, Toyota courtesy car, Plow #23-Red, Plow #4-Blue, JD 997 mower, the snowblower and JD Gator are all operational. The Ford pick-up had the fluids serviced and the snowplow motor, broken plow lift chains and snowplow rubber deflector were all replaced. The Plow #23-Red had the fluids serviced and multiple cracks on the snowplow blade were welded. Bonnell Industries replaced broken hydraulic lines for the plow lift. The Plow #4-Blue had fluids serviced and the hydraulic valve leakage for plow lift was repaired.

Fuel farm is operational and Howard Lee & Sons completed their monthly U.S.T. inspection on January 21, 2021.

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

2. Terminal Building. The furnace filters were changed.
3. Hangars. Hangar C had the door opener drive belt for the bi-fold door replaced. Engel Electric completed Hangar 6 electrical project and LED conversion project at Radio Ranch. The ComEd reimbursement will come to the airport now instead of Engel Electric.
4. Airport Improvement. The Project SQI-4584 SRE "New Snowplow" update: Bonnell has finished the Buy American waiver paperwork. The Illinois Department of Aeronautics approved the waiver and the State has sent the waiver to the FAA for final approval. The FAA rejected some of the paperwork submitted by Bonnell's and it is being updated. Travis from CMT stated their goal is to have it completed by next month's board meeting.

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.

Howard Lee & Sons is working on finalizing the engineering of the fuel terminal conversion to the new Fuel Master terminal. The price is cheaper due to using wireless bridge instead of a wired internet. The card reader is changing on the fuel terminal's and Howard Lee & Son's quote of \$26,704.00 was for the old card reader. A discussion took place on whether to get the new updated fuel terminal or the old one. Zolli was concerned if old terminal was done, board would be told down the road to update and there would have another fee. Heffelfinger said he did not have a price with the new upgraded equipment, but it should be available by April or the fall.

5. Activities. Civil Air Patrol has resumed meeting in person on Monday nights.

**Development Coordinator's Report**. No report was given for the meeting.

### **Old Business**.

1. Replacement of the M3000 to the M4000 fuel terminal. Heffelfinger discussed this in his report.
2. Snow Removal Equipment. Heffelfinger discussed in his report.
3. Cares Money. Heffelfinger said everything has been submitted.
4. Penny VanKampen/Community State Bank/Signature Cards. King said she will get in this week to complete the requirements.

## Unfinished Business.

1. ACCA 2021. Van Kooten said Oshkosh announced it is a go for 2021 with modifications due to COVID. Heffelfinger said he has questions pertaining to what type of aircraft speed the planes would be doing for the airshow here. The FAA requires the board to hire an AirBoss for the airshow and Heffelfinger contacted Julie Daysee to find out her cost for the show. AirBoss will have to apply for a special permit and will need fire trucks at the airport during the event. Heffelfinger said the AirBoss can be pricey and Waukegan's budget was \$145,000.00 for the event. He noted airport's is not as big as Waukegan, but if there are three (3) T 6's it would be over \$10,000.00. The AirBoss requirement came into affect a few years ago.

Heffelfinger said as far as the 5K goes, he has the 3.1 miles mapped out on the runway. Van Kooten suggested a meeting with Wilkens and Gryder to discuss the Airboss for the event.

2. Hangar 5 (Burger Estimate?). Heffelfinger received an estimate from Burger Construction for the hangar and it was \$13,160.00 for each hanger. Heffelfinger suggested waiting until the blacktop is relaced in the next 2-3 years and include in the project.
3. Hangar 6. Heffelfinger said this is now complete.
4. Replacement of the JD997 Zero Turn mower. Heffelfinger received an updated quote from Holland & Sons. The price has gone up about \$3,000.00 from last year's quote. The quote for the mower is \$45,709.98 and it was \$42,661.00 at the last quote. The price includes the state discount. Heffelfinger said Holland Lee & Son's does not lease, but they do monthly amounts and in the end the machine ends up being yours. The quote did not include the current trade-in value but it should be around the same as last year (\$8,000.00). Adolph suggested looking more into leasing than buying and when the end of the lease is up you get the money for a new trade-in instead of paying it off and keeping for a few years and then possibly needing a new one. Heffelfinger will look at other places for prices as well as more into the leasing side of it.
5. Corporate Hangar. Van Kooten, Zolli, Heffelfinger and Drew Wilkens had a "ZOOM" meeting with the engineers at CMT. Zolli said one thing the board needs to decide is if it will be a community hangar or a corporate hangar with one (1) main office. Zolli suggested getting general traffic in for the hangar and then look for corporate instead of only looking for corporate. Zolli asked if airport's hangar rent was comparable to the areas around and Heffelfinger said it is. It was discussed that the TIPS money will not work for this construction. Van Kooten explained to McGinn that the USDA loan requires audits of the airport but since it is lumped with the county, that would not be an easy task. The USDA office recommended the loan be in the name of the county instead of the airport. Van Kooten will make a presentation at some later date to the Finance Committee of the county board to see if they would allow this. The next step would be a survey and airspace study to send to the FAA. Heffelfinger will talk with Aaron at CMT to get a survey. After discussion, a motion was made by Dirks and seconded by Zolli to get an approved survey for the corporate hangar with expected cost not to exceed \$3,000.

6. Summerdale Road Properties. Van Kooten talked to the seller's attorney, Bill Shirk, and received a donation agreement. Van Kooten is going to meet with Assistant States Attorney Phalen and buyer to make sure we are all in agreement on the donation. Van Kooten also needs to get a price to seal the well and close the septic.

**New Business.**

1. Young Eagles – July 20. Heffelfinger said the event will take place the day after ACCA. They will be giving kids rides which were a big hit at the event the last time it was held. King said food vendors would need to be at the airport for the event as well.
2. Hall of Fame Nomination. Van Kooten made a motion and seconded by King to nominate Dave Murray for the Hall of Fame.

**Next Meeting .** The next regular meeting is scheduled for March 11, 2021 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 Zolli, seconded by Adolph and passed unanimously, the meeting was adjourned 6:35 p.m.

Respectfully submitted,

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Secretary