

**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 March 11, 2021 in the Whiteside County Airport terminal.

Present for the Board were: President Monte Van Kooten, Ben Adolph, Nick Dirks and Mike Zolli. Chris King was present via Zoom. Others present were Darin Heffelfinger, Glen Franks - Whiteside County Board, Melinda Jones – Rock Falls Tourism, Gary Orlando and Jackie Damhoff.

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 February 11, 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.

---

Accounting Error (September CD Interest/RE Distribution)	\$10,418.70
September Fuel Flowage	\$331.53
August/September CD Cash Deposit	\$150,000.00
Total Disbursements for March 2021 (See itemized list of bills attached)	\$16,165.73

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.

Receipts	<b>RECEIPTS</b>
	Total Receipts
T-Hangar Rents	\$6,780.00
Radio Ranch, Inc.	\$745.00
Illinois State Police	\$922.95
Sauk Valley Aviation – Flowage Fee	\$135.45
Prof. Lot Maint. – 6SW Garage	\$1,090.00
Angel Blazquez – 6NE Garage	\$200.00
Green Rose Farms (2021 Farm Rent)	\$38,500.00
ComEd Energy Efficiency Program Rebate	\$3,234.00
Stahr Media (weather.com cameras)	\$75.00
State of Illinois -Reimb. SQI-4766	\$195.49
Total Receipts	\$51,877.89

---

---

**FUEL**

Total Gallonage sold by Sauk Valley Aviation for month of: February  
Total Jet A Gallons Pumped: 693  
Total 100 LL Self Service Ground : 945

---

---

**BUSINESS & ECONOMIC REPORT**

For the month of: February	Visitors & Fuel Customers	Customer Planes
Sauk Valley Aviation	21	11
Radio Ranch	2	2
Total	23	13

**ACCOUNTS RECEIVABLE**

Heffelfinger told the Board he received a certified letter from the state indicating the State Police will be vacating their hangar April 30.

Mohammed Shaker	4C	November	\$1.00
Mohammed Shaker	4G	Partial October	\$38.00
Illinois State Police	5C	Sept., Oct., March, May	\$1,088.36
Robert Henson	5H	March	\$150.00
Mohammed Shaker	5I	March	\$150.00
Mike Hosto	6C	Partial March	\$60.00
Mohammed Shaker	6D	February	\$282.00
Kermit Cox	6G	February	\$136.00
Sauk Valley Aviators	6I	Partial December	\$50.00
Marcus Fisch	6J	Partial December	\$46.00
Professional Lot Maint.	6SWG	Garage March	\$110.00
TOTAL			\$2,111.36

**Public Comment.** Gary Orlando said he has been busy taking pics of all of the airplanes arriving and departing the airport. Orlando also wanted the Board to know that Greg Wolf, who works for Britt Airways years ago, passed away.

**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 courtesy car brakes failed due to rusted rear brake calipers. Gisi's Garage made the repairs and changed the two (2) front tires. The 4-wheel drive system no longer works and they believe the cost of repairs would exceed the value of the vehicle. Gisi's made the recommendation to have a front end wheel alignment completed. The vehicle has 160,000 miles. Ford pick-up had the fluids serviced and the snowplow and

counterweight were removed. The Plow #23-Red and Plow #4-Blue both had the fluids serviced.

Fuel farm is operational, and Howard Lee & Sons completed their monthly U.S.T. inspection on March 3, 2021.

The airfield lighting is operational, and six (6) fixtures were re-lamped. Five (5) fixtures need repairs.

2. Terminal Building. The furnace filters were changed.
3. Hangars. Hangar 6B and 6D lights were replaced with LED lights. Hangar C had the CFL light replaced with LED. Nick Simmer will be renting Hangar 4E effective April 1.
4. Airport Improvement. The Project SQI-4584 SRE "New Snowplow" update: Notice to award was sent to Bonnell. Bonnell will be making up the contracts. The Board will have to pay the full price, which is not needed until delivery of the snowplow and then will be reimbursed from the State.

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 recommends that the airport does not need to wait for the newer card reader since credit card fraud is very unlikely to happen at airports. A quote for the new reader may not be available until December.

Radio Ranch LED project is now complete, and the rebate check was received from ComEd.

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

**Development Coordinator's Report.** Wilkens was not available for the meeting but did disburse a report for the board. The advertising on Facebook was ended mid-February due to decreasing trend in reach. Wilkens is contacting Facebook to find out why total reach seems capped at a certain level and why not seeing productive results.

### **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 he has not received any updates.
4. Young Eagles July Event. Nothing new to report.

5. Penny VanKampen/Community State Bank/Signature Cards. King still needs to submit identification. Dirks needs to submit one more form of identification and Adolph needs to renew his license and provide the bank of copy.

### **Unfinished Business.**

1. ACCA 2021. Van Kooten said Whiteside County is still currently in Phase 4 and dinner is being held inside the hangar. The Board discussed whether to go forward with the event since the airport is a government entity, it would need to take all precautions. Heffelfinger said the airshow could bring in lots of people. The deadline to file for the airshow is 90 days prior to the event. Heffelfinger said he would need approximately 6,000 feet of snow fence which would be around \$8,000.00. It was discussed a meeting should be set up with Dan Gryder. Van Kooten did contact the Whiteside County Health Department to get their opinion and they provided the pdfs of the requirements under Phase 4. There was discussion regarding what events could and could not be held. If events could all be held outside with social distancing the event could go forward. Heffelfinger said in order to hold a 5K, more information is needed and all tenants will need to agree to not fly during the run. After discussion, it was agreed to set up a meeting on Monday, March 15, 2021 with Gryder to discuss the event.
2. Replacement of the JD997 Zero Turn mower. Heffelfinger received an updated quote from Holland & Sons. The trade in value last year was \$8,000.00 and this year it is \$6,000.00. Holland & Sons did lower the price from last month (\$34,500 for mower, \$6,100.00 for the deck). After discussion, a motion was made by Zolli and seconded by Adolph to approve the purchase of the JD997 Zero Turn mower for the price of \$34,500.00, with the 72" mower deck for \$6,100.00 and trade in value of \$6,000.00.
3. Corporate Hangar. Heffelfinger said CMT provided a footprint of the area where the hangar is planned to go on the property. Van Kooten said the USDA office said the airport sams.gov is going to expire on April 29. Van Kooten had visit with Glen Truesdale (Chairman of the Finance Committee of the County) Truesdale thought the County would support such a project if the Airport could support the cost with realistic income projections.
4. Summerdale Road Properties. Van Kooten met with the seller, seller is concerned about disrupting his tenant on the 4<sup>th</sup> lot. Seller asked if the airport would be willing to only take three (3) lots instead of all four (4). The properties are still the closest lots to the airport. Van Kooten will secure estimates for cleanup costs.

### **New Business.**

1. Building D – Offer to Purchase. Heffelfinger said he was approached to purchase Building D to store 3-4 airplanes, but the price was less than \$200,000.00. The building is 4800 square feet. Heffelfinger did not think it was really going to be a go and if they did sell the hangar, there would be no place to store airport equipment.

**Next Meeting**. The next regular meeting is scheduled for April 15, 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 Dirks, seconded by Adolph and passed unanimously, the meeting was adjourned 6:19 p.m.

Respectfully submitted,

---

Secretary