

**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 5:01 p.m. on January 11, 2024 in the Whiteside County Airport terminal.

Present for the Board were: Monte Van Kooten, Mike Zolli and Nick Dirks. Ben Adolph attended via Zoom. Also in attendance was Darin Heffelfinger.

President Van Kooten called the meeting to order and asked for roll call.

Van Kooten then asked for approval of the consent agenda items including minutes of the regular meeting on December 14, 2023, the itemized bills which a copy is attached hereto, accounts receivable and the business and economic report. Upon motion by Dirks and second by Zolli the consent agenda items were unanimously approved, four (4) votes in the affirmative.

The following financial transactions were reported:

CD Interest	\$1,469.68
Transfer to SVB CD	\$700,000.00
VOID IL Dept of Agriculture	\$200.00
VOID – Blunier Bluiner Check	\$180,600.00
Total Disbursements for January 2024 (See itemized list of bills attached)	\$199,536.56

RECEIPTS

Receipts	Total Receipts
T-Hangar Rents	\$5,480.00
Radio Ranch, Inc.	\$745.00
Sauk Valley Aviation – Flowage Fee	\$179.25
Davis & Gisi – Building B	\$500.00
Prof. Lot Maint. – 6SW Garage	\$1,310.00
John & Kim Hoffman	\$140.00
Angel Blazquez- 6NE Garage	\$200.00
Pete Harkness	\$-
OSF Aviation	\$-
State of Illinois - Reimbursement SQI-4895	\$196.90
Total Receipts	\$8,751.15

CDS

SVB CD Maturing 2/14/24	\$400,000.00
SVB CD Maturing 6/15/24	\$700,000.00

FUEL

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

Total Jet A Gallons Pumped:	1233.9
Total 100 LL Self Service Ground :	709

BUSINESS & ECONOMIC REPORT

For the month of: December

Sauk Valley Aviation
Radio Ranch

Fuel Customers

	34
	7
Total	41

ACCOUNTS RECEIVABLE

Bruce Colmark	1F	January	\$102.00
Doug Baker	2B	May - January	\$916.00
Woodley Aerial	4I	January	\$112.00
OSF	5C	June - January	\$2,800.00
Roland VanDerLeest	5G	January	\$150.00
Robert Henson	5H	June - January	\$1,110.00
Woodley Aerial	5I	January	\$140.00
Mike Hosto	6C	December	\$120.00
Sean Cassens	6H	December - January	\$1,876.00
Kurt Geldean	6I	January	\$136.00
Marcus Fisch	6J	December - January	\$232.00
Prof. Lot Maintenance	6SW	January	\$110.00
		TOTAL	\$7,804.00

Public Comment. None

Manager's Report.

1. **Equipment.** The batwing and JD 1585 mower are in storage. The JD 613 is operational, and the battery was replaced. The Bollman courtesy car and Traverse courtesy car are operational. The Ford pick-up is operational and had the oil changed. The snowplow failed after one (1) hour of use. Bonnell Industries made repair to the wire harness. Plow #1-Yellow, Plow #4 – Blue and snow blower are operational. The JD Gator is operational.

Fuel farm is operational, and Howard Lee & Sons completed their monthly U.S.T. inspection on December 13, 2023. Howard Lee & Sons repaired the failed Veeder-Root sump sensor. The Jet-A alarm was being alarmed by a faulty sensor showing the fuel levels increasing and decreasing by 1000 gallons every couple of minutes.

The airfield lighting and equipment is operational, and one (1) light fixture was replaced for runway 7/25. FAA returned the localizer to service after a flight check inspection on January 3, 2024. They have installed a monitoring system to help diagnose the cause of the constant failures.

2. Terminal Building. The furnace filters were changed, and the water filter was changed on the drinking fountain. The paint was touched up around all the doors. The toilet water valve in the men's restroom was replaced. The carpet was shampooed in the window room. The flagpole rope and the light bulbs in the Avfuel sign were replaced by Turnroth Sign Company.
3. Hangars. The bifold door in Hangar 4I would not go up and the circuit breaker was reset. The malfunctioning LED light was replaced in Hangar 5J.
4. Airport Improvements. August Ufkin continues to install cameras. The final submittal for the entrance road was submitted to IDOT on Monday, August 7, 2023. Civil/Helm was awarded the project and should begin next summer. Heffelfinger has submitted and approved the budgetary and risk assessment to IDOT.

OSF hangar is well underway. Nicor conducted their survey, and the next step is installation.

5. Activities. Civil Air Patrol continues to meet on Monday nights. Wahl Clipper is planning to hold their family day event this coming year on August 3. They will host the event along the entry road once again.

Public Comment.

Old Business.

Unfinished Business.

1. Monorail System. Van Kooten said a representative with the Crane Company came to the site and met with him, Pete Harkness & Darin and they were in agreement where the hoist needs to go. Heffelfinger said he notified the company it was approved to order last meeting and to move forward with it but never heard back. It was discussed that OSF could move in without the hoist fully installed.
2. Builder's Request for Extending Deadlines. Van Kooten said Blunier requested this weeks ago and an additional \$58,000.00 was sent to Blunier from the County for the last invoice. After discussion, it was decided to meet with them about expectations and what is still needed. Dirks requested a ledger with payments, change orders and

payments. After discussion, it was agreed to have this by the next meeting. Blunier is past their deadline for completion, but the board still has \$102,000.00 left outstanding. It was agreed to get that invoice paid up to date.

Heffelfinger said the septic is being held up currently due to needing an electrician. Heffelfinger told them to use the electrician already on the project and get electricity also run where the hoist will go.

3. Security Cameras. Heffelfinger discussed in his report.
4. 7/25 Project. Nothing new to report.
5. T Hangar Painting Project. Heffelfinger has not called around to receive bids for the project. Heffelfinger said Harkness mentioned painting an advertisement on the end of the hangar as to who helped with the project. Heffelfinger said there is not enough traffic but asked about selling advertisement on the sign on Route 40. Dirks did not think that could be done since it was county property. Adolph said ColorStar out of Morrison could be a potential company that would be interested. He contacted Mitch Milnes at ColorStar during the meeting and Mitch is interested and will get him with Heffelfinger to determine a quote.

New Business.

1. CMT Project Agreements. Van Kooten said there are a lot of agreements to read and sign, but King needs to sign all the agreements.
2. Fuel Truck. Dirks said the board agreed to purchase a truck with OSF moving in and the need for fuel for the helicopter. Heffelfinger had quotes from a company and shared with the Board and said the company building what the customer is wanting. After discussion, Zolli said to figure out the exact financial situation with accounts before spending more money on this truck.

Next Meeting. The next regular meeting is scheduled for February 15, 2024 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 Zolli and passed unanimously, the meeting was adjourned 5:54 p.m.

Respectfully submitted,

Secretary