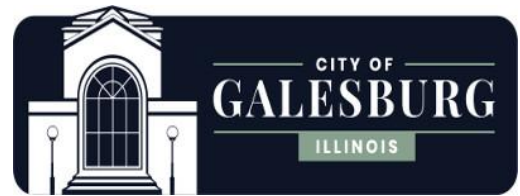


Airport Advisory Commission



MINUTES

April 17, 2025 3:00 p.m.

International Stearman Community Center, Stearman Building, Second Floor

1. Call to Order

The meeting was called to order by Aaron Repp at 3:00 p.m.

2. Roll Call:

Present

Aaron Repp (Chairperson)
David Christensen
David Carlton
Ken Springer (KCAP Rep)
Phillip Wolford (FBO Rep)

Ex-Officio

Don Miles (Director of Parks & Recreation)
Aaron Gavin (Director of Public Works)

Absent

Bradley Hix (Council Liaison)

Public Members in Attendance

Bill Hurley
Tobey Meyers (Jet Air)

3. Approval of Minutes: March 20, 2025, Meeting

Springer made a motion to accept the minutes of the meeting as presented and seconded by David Christensen. The motion passed unanimously.

4. Updates and Reports:

a. FBO Update (Phillip Wolford)

Phillip Wolford provide the FBO update. The AWOS system is still out which is very frustrating. The NOTAM that the AWOS is out expiring today and pilots requesting information won't get the NOTAM that it is out. Phillip also inquired about the status of the fuel farm and stated that it was important to keep the project moving through the process.

b. Airport Manager Update (Aaron Gavin)

Aaron Gavin provided the Airport Manager update and stated that bids will be opened for the parking lot project on April 25th. IDOT Aeronautics allows 90 days to award the project so the work would not begin right away.

An update on the fuel farm project was also provided. The 100% plans are ready to send to IDOT for their review. The project is still on target to be advertised for bid sometime in May.

The Airport Master Plan in-person kickoff meeting and site visit was held in the Stearman building yesterday. Aaron provided an overview of the topics discussed at the meeting

and what the initial steps would be. At minimum, it is an 18-month process to develop the master plan and then it will require review and approval by IDOT Aeronautics and the FAA.

c. **Airport Maintenance Update (Don Miles)**

Don Miles provided the airport maintenance update stating that mowing operations have begun for the year. They are planning to get the dirt work done by the entrance as time allows. The planned tree work has not been done yet. They will try to find a window when it is dry enough between other work that needs to get done.

5. Old/Tabled Business:

None

6. New Business:

An update regarding the Airport Master plan project was provided by Aaron Gavin. The Airport Master Plan in-person kickoff meeting and site visit was held in the Stearman building yesterday. Aaron provided an overview of the topics discussed at the meeting and what the initial steps would be. At minimum, it is an 18-month process to develop the master plan and then it will require review and approval by IDOT Aeronautics and the FAA. Bill Hurley asked if the public will be able to provide feedback and comments on the Airport Master Plan. He stated the importance of getting public comment on these types of projects and plans. Aaron Gavin stated that he would discuss this with Hanson Engineering and see if public input could be a part of the process.

7. General Discussion of other Airport Related Topics

Aaron Repp stated that they had a successful Young Eagles Rally on April 12th and that 16 kids were in attendance. There is another national event scheduled for June 14th that will be open to the public.

8. Citizen Comments

Bill Hurley stated his disappointment that the AWOS continues to be down and a few options were discussed until it gets up and running again.

Tobey Meyers said that the State Fire Marshal was out to inspect the fuel tanks and noted the issues with the existing tanks. The Fire Marshal also warned against leaving the existing tanks in the ground once the new ones are operational.

9. Next Meeting: Due to several scheduling conflicts, a motion was made by Ken Springer and seconded by Phillip Wolford to move the next meeting from May 15, 2025 to May 22, 2025. The motion passed unanimously. The next meeting will be Thursday, May 22, 2025 at 3:00 p.m.

10. Adjournment: A motion was made by David Christensen, seconded by Phillip Wolford, to adjourn the meeting at 3:52 p.m.