

Airport Advisory Commission



MINUTES

September 18, 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)

Ex-Officio

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

Absent

Phillip Wolford (FBO Rep)

Public Members in Attendance

Toby Myers (Jet Air)
Brian Vallero
Scott Delawder

3. Approval of Minutes: August 21, 2025, Meeting

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

4. Updates and Reports:

a. FBO Update (Phillip Wolford)

Phillip Wolford was absent from the meeting. Toby Myers, Jet Air, provided the FBO update on Phillip's behalf. Toby stated that 87 Stearman registered at the Stearman Fly-In event earlier this month. Toby also stated that the City did a great job preparing the grounds for the event and there was no damage that occurred during the event.

b. Airport Manager Update (Aaron Gavin)

Aaron Gavin provided the Airport Manager update stating that the Stearman event and the ceremony for Harrel Timmons earlier this month went well and thanked Jet Air and the Stearman for use of the Stearman hangar and for helping with the ceremony.

Aaron also stated that the Fuel Farm project was out to bid and the bid opening is set for October 17th at the airport. Toby Myers asked for a copy of the bid documents so that he could review and possibly share with Titan Aviation Fuels who will provide fuel for the new tanks.

Aaron stated that the airport TIP's meeting for Galesburg is scheduled for October 17th in Springfield and he will be in attendance to discuss upcoming capital projects with IDOT and the FAA.

Aaron also provided an update on the parking lot project, stating that he had received the award paperwork from IDOT and sent it back for approval. The next step will be to approve the grant agreement paperwork for the funds. He still anticipates that by the time the contractor gets approval to start on the project, it will be too late in the year and it will likely start first thing in the Spring.

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

Don stated that he is still waiting on the sign company to install the new entrance and hangar sign. He also stated that the FAA did an inspection and there are two trees that had to be removed immediately. He stated that mowing has been slow due to the dry weather recently. Don also stated that they would provide some dirt for Jet Air to use to fill in along the hangar building.

5. Old/Tabled Business:

None

6. New Business:

None

7. General Discussion of other Airport Related Topics

Brian Vallero stated that the access gate to the T-hangars was not functioning correctly and was opening and closing on its own with no one activating it. Aaron Gavin stated that he would have staff take a look at it and see if they could troubleshoot the issue. Brian Vallero also asked about the AWOS not working and was updated on the various issues that the airport has had with the system the last year. Aaron Repp asked about IFR counts and Aaron Gavin stated that he would try to get the information from Jeff Olson again. Aaron Repp also mentioned that the hangars needed some paint work done. Ken Springer stated that he received a lot of good feedback on the Chamber of Commerce event that was held in the Stearman hangar.

8. Citizen Comments

Brian Vallero commented on how well the grounds looked for the Stearman Fly-in and commended both the City and Jet-Air for how well the event was prepared.

9. Next Meeting: The next meeting will be Thursday, October 16, 2025 at 3:00 p.m.

10. Adjournment: A motion was made by David Christensen, seconded by Ken Springer, to adjourn the meeting at 3:22 p.m.