

Airport Advisory Commission



MINUTES

October 16, 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

David Christensen

Public Members in Attendance

Toby Myers (Jet Air)
Bill Hurley

3. Approval of Minutes: September 18, 2025, Meeting

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

4. Updates and Reports:

a. FBO Update (Phillip Wolford)

Phillip Wolford had nothing to report.

b. Airport Manager Update (Aaron Gavin)

Aaron Gavin provided the Airport Manager update stating that the bid opening date for the fuel farm was moved back one week to give prospective bidders additional time to put together a bid.

Aaron also stated that the grant agreement paperwork from IDOT for the parking lot project was approved by City Council at the last meeting and it was sent back to IDOT. Due to the end of the construction season nearing, the start of the project will likely still be delayed until next Spring.

Aaron thanked those that provided comments back to Hanson on the working paper for the airport background and inventory for the Airport Master Plan update. Susan Zellers with Hanson provided Aaron a recent update on the primary runway analysis findings. Aaron stated that the critical aircraft is a B-II and Susan stated that the existing runway

length should be justified. However, the justified runway width for this critical aircraft is 100 feet with 10-foot paved shoulders on either side. Hanson will be making the recommendation to maintain our 150-foot wide runway.

Aaron stated that he will be attending the annual TIP's meeting in November to discuss programming of future projects.

Phillip Wolford asked about the parking lot electrical relocation work. Aaron stated that City staff was working with Ameren complete the work and that payment had been made to Ameren for the City's portion.

Phillip asked about the number of bidders for the fuel farm project. Aaron stated that multiple bidders were looking at the project and submitting questions.

Phillip asked what would happen with the runway lights if the runway width was reduced. Aaron stated that if the runway width was required to be reduced, the runway lights would have to be addressed with the project to modify the runway width.

Phillip asked if the terminal building demolition was still in the budget. Aaron stated that it was still in the budget and that there was support for the project.

David Carlton asked if the AWOS was still out and Aaron Gavin stated that it was.

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

Don stated that the new airport signage was installed but the color of the signs does not match the proof that was reviewed by City staff. He is discussing the issue with Galesburg Sign and Lighting. Don also stated that mowing has been slow and preparations are beginning for the winter season.

Aaron Repp asked if the trees flagged by the FAA had been removed and Don stated it was being taken care of this month.

5. Old/Tabled Business:

None

6. New Business:

None

7. General Discussion of other Airport Related Topics

Phillip Wolford brought up concerns regarding airport funding that may have been lost and asked if the airport consultant, Hanson, was notifying the City of the need to expend the funds before they expire and whether they could still be used. Aaron stated that he had asked about the funds, what they could be used on, and whether they could still be

used, and had not received a response. Several members expressed concern about the potential funding being lost and the project delays that have occurred and whether this responsibility fell on the airport consultant or the City. There was discussion on what improvements could be made to ensure that the airport interests are being addressed in a timely manner when it comes to funding and projects.

David Carlton asked about the parking spot that was blocking the gate. Aaron Gavin stated that he would follow up with the Traffic Supervisor.

Aaron Repp asked who the contact for hangar tenants was and Aaron Gavin stated that it was Aaron Young. He also asked if Dean Maupin was still interested in building a hangar. Phillip Wolford stated that he didn't think that he was interested at this time.

Aaron Repp made a comment about the working papers for the airport background and inventory and that Jet Air's hangar space should count as transient hangar space.

David Carlton asked what happened with the old airport signage. Don said that he would check and see what happened to them.

Aaron Gavin asked about getting the storage container moved and Phillip Wolford stated that they would take care of it.

8. Citizen Comments

Bill Hurley stated that he agreed with comments made regarding the need to make changes or improvements to the management of the airport to ensure funding is being utilized and projects are getting completed in a timely manner.

9. Next Meeting: The next meeting will be Thursday, November 20, 2025 at 3:00 p.m.

10. Adjournment: A motion was made by Ken Springer, seconded by Phillip Wolford, to adjourn the meeting at 4:07 p.m.