



Effingham County Board
101 N. 4th Street, Suite 301, Effingham, IL
217.342.4990

March 6, 2024 9:00 A.M.
Effingham County Airport Commission Meeting

MINUTES

Commission Members Present: (Roll Call Taken) Tony Siemer, Phil Toops, Jeremy Deters, Chris Keller

Absent: Ken Wohltman (call in)

Others Present: Jerry Tate, County Engineer-Greg Koester, Josh Douthit

Minutes

- J. Deters moved to approve January 3, 2024 minutes/P. Toops seconded. Unanimous, *Motion carried.*

Review and Approve Bills

- P. Toops moved to approve January bills for a total of \$15,440.98/J. Deters seconded. Unanimous, *Motion carried.* J. Deters moved to approve February bills for a total of \$40,798.99/P. Toops seconded. Unanimous, *Motion carried.*

Correspondence

Old Business

- Terminal Building Signage Improvements – J. Tate shared estimates for signs on terminal building being \$2454.00 from Double D Signs and closer to \$4000.00 for Effingham Signs and Graphics. C. Keller motioned to approve quote from Double D Signs for \$2454.00. J. Deters seconded. Unanimous, *Motion carried.*
- Graham Hangar Roof Repair – J. Tate stated he has been checking into pricing for a membrane roof for Graham Hanger with estimates of around \$60,000.00. With Graham Hangar being close to 50 years old, J. Tate stated it was decided by G. Koester and himself to enlist Jewet Roofing to complete \$3700.00 in repairs out of the \$20,000.00 budgeted for maintenance of buildings. J. Tate stated with recent rain all seemed dry.

New Business

- Pursue Bids to Relocate 1525th Road to Facilitate Runway Extension – G. Koester reminded Commission that local funds are being used for road relocation with \$170,000.00 budgeted. G. Koester stated preliminary plans and specs are in order to accept bids for road relocation. G. Koester recommended satisfying some needs internally through highway and contract out larger parts through RFP to help keep costs low. With award numbers in place for runway extension, G. Koester stated he feels Commission is in a good place to move forward with road relocation. P. Toops moved to to authorize Koester to pursue bids to assist in completing some or all road relocation if needed and cannot be completed internally. C. Keller seconded. Unanimous. *Motion carried.*
- Authorize to Execute Documents Necessary to Award Runway Extension, Including Alternates, and Pay Local Share – G. Koester shared award concurrent letter is not in hand at this time, however would recommend the Commission pursue awarding runway extension project to the lowest bidder, McCarthy Improvement Company, along with alternate 1 and alternate 2 only for a total of \$4,419,074.65 along with construction fees and other fees and consultant costs at a grand total of \$5,060,000.00. G. Koster state anything over 5 million dollars is 100% local responsibility, but feels some of the cost could be shaved off once project is underway. G. Koester stated he emailed division of aeronotics informing of moving forward with all alternates except alternate 3. J. Deters motioned to execute documents (including, but not limited to, concurrence award letter and intergovernmental

agreement) to progress in the runway extension, including alternates as discussed, and pay local share and execute a governmental agreement and authorize payment of local share funds up to \$500,000.00. C. Keller seconded. Unanimous. **Motion carried.**

- Converting Assistant Manager Position from Part-Time to Full-Time this Summer – G. Koester shared part-time Airport management position has been successful with new hire being a good employee with interest in full time upon graduation. J. Tate stated he is supportive of this transition and recommends it be an availability. Commission in agreement to move forward in requesting county board approval.
- 2024 Budget Amendments – G. Koester alerted Commission that budget amendments may be needed with the total for the runway extension project being over the \$5 million cap. G. Koester reminded Commission of discussion to be had with City in assisting with local share funds for project.

General Information

- Hangar and Fuel Flow Report – J. Tate shared report of hangar rent \$4,450.00 for February. Report showed Jet-A 5005.1 gallons sold; Avgas 1117.2 gallons sold with a total fuel volume sold being 6122.3 gallons.
- J. Tate stated Hangars are at full capacity and the need for new T-Hangars is evident. K. Wohltman requested new T-Hangar specs be added to new business for next meeting.
- G. Koester will be absent for May meeting. Commission to move May meeting to May 8, 2024.
- T. Siemer requested J. Tate provide explanation for necessity of runway extension for newer Commission members. J. Tate stated runway extension needed for certain jets and planes due to weight limitations for landing and take off as well as pilot preference for longer runway and full ILS landing system. J. Tate predicts an increase in larger planes arriving in Effingham in the future.

Adjourn/Next Meeting

C. Keller motioned/P. Toops seconded to adjourn the meeting. Unanimous. **Motion carried.**

Minutes submitted by Angie Thompson, Administrative Aide to Airport Commission