



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

November 5, 2025 9:00 A.M.
Effingham County Airport Commission Meeting

MINUTES

Commission Members Present: (Roll Call Taken) Phil Toops, Josh Douthit, Tim Ellis, Ken Wohltman

Absent:

Others Present: Jerry Tate, Jeff Olson (Hanson), Greg Koester (County)

Minutes

- T. Ellis moved to approve October 1, 2025 minutes/P. Toops seconded. Unanimous, ***Motion carried.***

Review and Approve Bills

- G. Koester shared highway department billing for tree and brush removal, sowing grass, as well as dirt hauling and new hangar entrance, stating most all work was completed in-house. G. Koester confirmed reimbursement received for Hanson services included in billing and stated Precise invoicing is waiting for payroll certification before payment. P. Toops moved to approve October bills in the amount of \$598,667.20/T. Ellis seconded. Unanimous, ***Motion carried.***

Correspondence

Old Business -

- Project Updates
 - Runway Extension
 - Primary runway is open to 4500 feet. – J. Olson reported runway is open to 4500 ft. and will stay in place like this through winter shut-down. J. Olson confirmed asphalt is moving and paving on taxiway is underway.
 - Utility Adjustments – G. Koester stated relocation is underway to accommodate drainage ditch. Discussion on easements for utilities and some county may be responsible for some costs.
 - J. Olson stated 75% of dirt work is completed. J. Olson reported finishing drainage and erosion control with temporary seeding to help get through winter with permanent seeding to be completed in spring along with grading.
 - J. Olson reported materials for electrical has been procured, but no work performed to date.
 - K. Wohltman shared runway is poured. K. Wohltman and J. Tate praised McCarthy for the good work.
 - Hangar
 - Approve Pay Applications for Precise Construction – G. Koester confirmed invoices included in bills.
 - J. Olson reported asphalt has been laid and now working on final dirt work grading, followed by temporary seeding. J. Olson shared that Precise will be adding the 4 inches of topsoil where old runway was removed tomorrow. J. Tate will likely need to issue a NOTAM. is needed. J. Olson stated he has not received confirmation of when hangar will start going vertical, however stated there are 180 days in contract and have 74 days remaining which is a reasonable amount of time remaining to complete contract.
 - K. Wohltman inquired on finished if finished floor needs sealed since slab will be exposed all winter. J. Douthit motioned to approve sealing of concrete floor if necessary. P. Toops seconded. Unanimous. ***Motion carried.***
 - Tree Survey – J. Olson shared a preliminary obstruction assessment. More detailed drawings will be available in the future so the airport can prepare an action plan to address any concerns within the next couple years. Some penetrations exist just off airport property. G. Koester stated the highway department can assist in tree removal where practicable. Discussion on response for property owners affected. J. Olson suggested future navigation

easements. J. Douthit requested template for easement. G. Koester recommended having a long term plan for maintenance.

New Business

- Proceedings for New Commissioner Appointment and Selection of Electing President – J. Douthit accepted motions for election and appointment. P. Toops motioned to nominate K. Wohltman as President of the Airport Commission. T. Ellis seconded. Roll call vote taken. Unanimous. ***Motion Carried.***
- Transportation Improvement Programming (TIPs) Meeting – J. Olson shared overview of meeting with the Illinois Division of Aeronautics (DOA). DOA expressed that the Runway Safety Grading Project on the west end has a highest priority rating with respect to safety; therefore, should be first on the Program, not the ramp expansion. J. Olson shared previous study and stated that the grading can be achieved through dirt movement in the immediate area, however may pinch the creek. J. Olson stated ramp is currently compliant as an overrun as long as straight landing, however is not in compliance if overrun is off to any side especially the right side. G. Koester mentioned that the DOA made us aware that the ramp expansion expansion could possibly be bumped up to the current year if Effingham was willing to earmark additional BIL and Entitlement grant dollars to the project. Discussion on funding for projects followed. P. Toops motioned to commit additional BIL and entitlement grant dollars towards ramp expansion project for FY26. T. Ellis seconded. Unanimous. ***Motion carried.***
- Application for Aviation Fuel Tax Funds and Grant Agreement – G. Koester shared he has submitted contract for recouping fuel tax funding of a little over \$100,000.00 and signed off on the grant yesterday.

General Information

- Hangar and Fuel Flow Report – J. Tate shared fuel flow should go back up with taxiway being open to 4500 ft. J. Tate reported hangar rent remains unchanged at \$4530.00. Jet fuel at 506.6 gallons; Avgas at 1245.9 gallons respectively.
- K. Wohltman requested list of new hangar residents. J. Tate stated he currently has verbal commitments for new hangar. J. Tate confirmed a wait list for new hangar and no wait list for old hangar. J. Douthit suggested more formalized process for hangar rentals.
- G. Koester recommended updating ground leases while working on hangar leases.
- K. Wohltman recommended all Commissioners provide a wish list for airport.

Adjourn/Next Meeting

- T. Ellis motioned/P. Toops seconded to adjourn the meeting. Unanimous. ***Motion carried.***

Minutes submitted by Angie Thompson, Administrative Aide to Airport Commission