



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

December 3, 2025 9:00 A.M.
Effingham County Airport Commission Meeting

MINUTES

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

Absent: Tim Ellis

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

Minutes

- P. Toops moved to approve November 5, 2025 minutes/J. Douthit seconded. Unanimous, ***Motion carried.***

Review and Approve Bills

- J. Douthit moved to approve November bills in the amount of \$37,453.41/P. Toops seconded. Unanimous, ***Motion carried.***

Correspondence

- None

Old Business -

- Project Updates
 - Runway Extension – J. Olson reported very few updates from last month. J. Olson reported coordinating moving barricades to make easier for snow removal. J. Olson stated weather hasn't been cooperating with temporary seeding, however will be completed anyway. J. Olson reported working on closing instrument approach. J. Tate stated he will leave whole length of parallel taxiway closed over winter months.
 - Hangar – J. Olson reported project is officially suspended until the 15th and contractors are responsible for maintaining traffic maintenance.

New Business

- Transportation Improvement Programming (TIPs) Request Submittal – J. Olson reported following TIPs meeting, Hanson submitted required action items and hoping to receive program letter soon. J. Olson stated when letter is received, project will extend over many fiscal grant years with older years needing immediate action. J. Tate stated ramp expansion is a true need. J. Douthit inquired if expansion would necessitate another runway shutdown. K. Wohltman stated he didn't believe it would be necessary. J. Olson stated action item is project request for 2027 RSA. J. Douthit motioned to approve TIPs program schedule as submitted. P. Toops seconded. Unanimous. ***Motion carried.***
- Tree Model to Identify Trees Runway 1/19 – K. Wohltman reported on discussion with drone expert at Hanson. J. Olson stated model is still a work in progress. J. Olson requested a subdivision plat. G. Koester to research and provide to J. Olson.
- List of Items for Airport/Maintenance, Improvements, Needs, Future Ideas – K. Wohltman inquired with any commissioner ideas on marketing the airport.
 - K. Wohltman suggested the idea of ground leases or business ventures to help in marketing. G. Koester shared idea of commuter services, which can be federally funded. G. Koester also recommended idea of ground leases for added privatized hangars. J. Douthit inquired on best approach for identifying how space could be utilized and recommended a large scale plan. K. Wohltman stated Hanson has provided airport layout plan for review.
 - K. Wohltman suggested Illinois Public Airport Association membership. P. Toops reported Effingham had been a previous member. J. Olson encouraged Effingham re-join as the value in networking alone would be beneficial.
 - P. Toops recommended ensuring City is up to date on what airport can support and how it can be utilized to benefit City for events in their event planning. J. Douthit recommended ensuring any updating is sustainable for the future.
 - J. Tate recommended jet fuel system upgrade because Fire Marshal has new rules coming out in 2028 in which an above ground tank option may be a possibility. J. Tate stated he has been reaching out to various vendors and

having problems with getting a representative to show up for evaluation. J. Tate recommended fuel truck for future stating if fuel system is branded, can get special lease rates for truck. J. Tate stated it can be expensive, but no maintenance or liability concerns with leasing.

- J. Tate suggested second phase of ramp expansion will be significant for jet traffic and is satisfied with plan on safety issue on west end.
- H. Stephens stated business opportunities with upgrading airport benefits City of Effinham and the City may be interested in financially assisting when needed.
- D. McDevitt encouraged speaking with local pilots and businesses to explore their expectations of airport.
- Hangar Lease Agreement – K. Wohltman shared sample lease agreement template with Commission for review. J. Douthit to send to State's Attorney for review. G. Koester recommended adopting a lease by March 2026.
- Hangar Tenants List – K. Wohltman shared list of hangar tenants with Commission for review.
- Fencing on East End of Runway 11 – G. Koester recommended fencing obtaining estimate by March and believes could be completed in-house. G. Koester stated that with estimated ribbon cutting in June, he would like to have fencing completed ahead of time. J. Olson stated minimum height is 8 foot for federally funded fence installation. J. Olson stated IL State law requires front area of airport fenced with no minimum height. J. Olson cautioned on wild life study stating if completed, fence will be a requirement. J. Tate to place temporary signage until fencing has been erected.
- Maintenance Items/Runway
 - 11/29 Center Control Joint Approximately 500ft. Needs Re-sealed – K. Wohltman inquired if sealing of joint can be maintenance project included for spring. J. Olson stated project is federally eligible, but recommends to be done locally due to so many projects already in play. G. Koester stated project is not something highway department typically maintains on roads. Discussion on simple fix through local funding.
- Plaque for Tony Siemer – K. Wohltman shared T. Siemer was on Airport Commission for 50+ years. J. Douthit inquired if wanted plaque to be specifically from Commission or from County Board to Commission. J. Douthit to research.
- Meeting Schedule for 2026 – J. Douthit motioned to approve meeting schedule for 2026. P. Toops seconded. Unanimous, ***Motion carried.***

General Information

- Hangar and Fuel Flow Report – J. Tate reported one renters moved out. Hangar rent at \$4370.00. Jet fuel at 5582.0 gallons; Avgas at 1135.4 gallons respectively.
- Discussion on crew cars. J. Douthit recommended planning to upgrade cars in the future. D. McDevitt and K. Wohltman concurred. J. Douthit inquired on liability process for car usage. J. Douthit to inquire with State's Attorney on needs for liability.
- G. Koester (City) shared updated City Comprehensive Plan of Airport for Commission review. G. Koester stated City is at pre-final draft phase of comprehensive planning. K. Wohltman approves plan at this time. G. Koester stated zoning ordinance will have some language on airport protection zone to spell out what is and is not allowed. G. Koester predicted he will get final draft out the month of December and present to City in January with open house to public and is looking at February Planning Commission meeting to be a public hearing.

Adjourn/Next Meeting

- J. Douthit motioned/P. Toops seconded to adjourn the meeting. Unanimous. ***Motion carried.***

Minutes submitted by Angie Thompson, Administrative Aide to Airport Commission