

City of Freeport Airport Commission - Meeting Minutes
Tuesday, August 15, 2017
Freeport City Hall, Freeport, Illinois

1. The meeting of the Airport Commission was called to order at 11:02 AM by Chairman, Craig Joesten
2. **Members Present:** Ruth Reeder, Jim Fox, Dan Noble, Tim Smith, Gary Erdmier, and Craig Joesten
Absent Members: Dave Fonda
Advisory Member: None
City Liaison: Tom Dole
Airport Manager: Darrell Janssen
CMT Representative: Aaron Johnson, absent
City Manager: Lowell Crow
3. **Review & Approve Minutes:** Ruth Reeder moved to accept the minutes for the July, and Gary Erdmier seconded the motion which passed by unanimous voice vote.
4. **Public Comments:** None
5. **Budget Report:** There are no existing changes to the existing budget, with the city approved the lease of the fuel truck. There will be a new finance director starting for the city in September. Craig had spoken with Lowell Crow and we will prepare financial statements to track revenue and expenses. The city still needs to approve the new road entrance project for the budget which needs to be approved before March 2018.
6. **Review of Airport Bills:** Darrell Janssen reviewed airport bills with the commission totaling \$4,324.13.43. ---- Further questions, Tim Dole asked in the future to receive a receipt from the fuel company. Ruth Reeder moved to pay the bills as presented by Freeport Flight Center with a Second by Tim Smith. Motion passed by unanimous voice vote.
7. **Airport Activity Report:** 66 based aircraft, 1 corporate hanger available (which is housing the county helicopter), and 14 general hangers available for the month of July 2017 by Darrell Janssen. For past due rent, 1 at 30 days, 3 at 60 days, and 0 at 90 days past due.
8. **Airport Manager's Report:** Presented by Darrell Janssen, see Manager's Report 8/15/17. Craig raised the question of does the airport have a sign in sheet for airplanes stopping at the airport. Ruth was curious to know if our airport could put on an air show. Motion as made to accept the Airport Manager's Report and Airport Activity Report by Ruth Reeder, seconded by Tim Smith, and passed by unanimous voice vote.
9. **Notices:** None have been received
10. **Crawford Murphy & Tilly (CMT) Report:** Runway Project was slated to start August 15th but now will start August 21st. The runway will be closed from August 21st until assumed September 22nd. The project may end a week sooner. Paint striping will occur, then there will be a 28 day cure time before the grooving/grinding and last coat of paint will be done. Runway closure notification will be noted with the flight service station notice to airmen and AWOS notice.
11. **Status report on current projects/agreements/City Council actions:**

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12. **Airport surveys – Hanger Rental, etc:** Gary Erdmier reviewed a summary of the airport surveys.

13. **Executive session – Personnel matters:** Motion as made to go into Executive Session by Ruth Reeder, seconded by Tim Smith.

14. **Other Information and Discussion Items:** None.

15. **Public Comments:** None.

Motion as made for adjournment by Ruth Reeder, seconded by Jim Fox, and passed by unanimous voice vote. There being no further business the meeting was adjourned at approximately 1:28 PM.

Submitted by Dan Noble, Secretary