

City of Dixon Airport Advisory Board
MAY 10th, 2017 - 5:00 PM at Dixon Municipal Airport

Board Members Present:

1. Mark Appelquist 2. Brian Brown 3. Dave Flenner 4. Dick Meggers 5. Dan Ruckman

Board Members Absent: none

Quorum present? Yes

Others Present: City Manager Cole O'Donnell, Public Works Director – Terry Weter,
Sauk Valley News -Rachel Rodgers, Breneman Aircraft Service – Clay Breneman

Proceedings: The meeting was called to order at 5:01 PM Local time by Acting President Ruckman

Selection of Officers:

After some discussion nominations were made,

Meggers nominated Dan Ruckman for President and Dave Flenner for Secretary – Seconded by Brown

Brown nominated Mark Appelquist for Vice President – Seconded by Meggers

VOTE CALLED, **Ayes** – Appelquist, Brown, Flenner, Meggers, Ruckman / **Nays** – None / **Abstain** - None

VOTE Carried 5-0-0 President Ruckman. Vice President Appelquist, Secretary Flenner

Secretary's Report: ACTING Secretary Cole O'Donnell

- Minutes from APRIL 12, 2017

- **CORRECTIONS** –

- **First page** - Manager Canterbury reported the following:

Discussion on access by the farm land renter was discussed. The renter should access the southern field by a gate on the ~~east~~ **west** side. The field on the ~~northwest~~ **northeast** side should be accessed from ~~Route 2~~ **Route 38**. The center field will require the renter to cross a taxiway and

- **Second page** - HAYFIELD REIMBURSEMENT;

Former farm tenant David Hill >>>> He is requesting reimbursement for one half of the cost of the seed and fuel for a total of ~~\$1,444.00~~ **\$1,144.00**.

MOTION by Brown to approve minutes from meetings with corrections dated **APRIL 12, 2017**

as recorded by O'Donnell, **2nd by Flenner**

APPROVED -YES = 5, NO = none, Absent = 0

HANGER – New Lease Agreement – reflecting last month's changes. O'Donnell said we probably should get leases out in June so they can start July 1st.

AIRPORT STATUS REPORT: Jim Canterbury – given by O'Donnell

- AWOS – still missing “Visibility”
- Credit Card Reader – by BROWN - MasterCard has expanded card numbers so there is a program update coming. The issue of concern is the Fuel master system at our fuel farm is charging for this update. Numbers quoted to others have been up to \$3,000.00. Currently is to be done by June but this may get extended.
- Current Hangers Status – No update given on vacancy

RUNWAY LIGHTING: O'Donnell

- Runway Lights – IDOT and Engineering are wanting decision on projects so that funds can be used. City Council has not given us permission to proceed.

City of Dixon Airport Advisory Board
MAY 10th, 2017 - 5:00 PM at Dixon Municipal Airport

AIRPORT Fuel Sales and operations:

Brenneman felt we need to discuss what his duties would be if city were to be the fuel supplier and Brenneman simply oversee the dispensing. This should include point of sale machine leases and his duties. O'Donnell felt the city would be responsible for all equipment and fee's. This would have Brenneman oversee that things are working and assist customers when needed.

Consolidation update: O'Donnell

To get things rolling Ron from QED would like to have meeting with two Council members and two Airport board members to sort things out before working in a large group.

Both Appelquist and Ruckman felt they would be able to participate in this.

O'Donnell will arrange meeting then send email to all members to see which two can make it.

NEW BUSINESS:

Brown suggested a card offering promotions to a transit pilot that may use a Dixon Businesses during the planes layover. Discussion on possible promotion ideas included meal discount or specials, taxi reimbursement and merchants claim against these cost by turning in card to city. Further cost or benefit research is needed before we can proceed with this idea.

Public/Visitor Comment:

None

Closing Comments:

None

Adjourn at 5:55 P.M. **MOTION by Flenner, 2nd by Meggers - APPROVED**

Next meeting – Wednesday June 14th, 2017 at 5:00PM

Future scheduled dates for 2017 – July 12th, Aug. 9th, Sept. 13th, Oct. 11th, Nov. 8th, Dec.13th.

Minutes submitted by Secretary, David Flenner