



MINUTES

Pekin Municipal Airport Advisory Commission Meeting

Pekin Municipal Airport

13906 Airport Lane

Pekin, IL 61554

Thursday July 21, 2016

3:00 PM

Open meeting:

3:05 PM

Roll call:

Airport Advisory Commission:

MR - Mike Reed, Chairperson

SH - Steve Huey

DM - Darrell Meisinger

Absent:

RW - Ric Woldow

MB - Murray Brian

City of Pekin:

CS - Clayton Stambaugh, Airport Manager

Guests:

Ric Cunningham

Nick Keith

Approval of minutes from last meeting:

SH motioned to approve the minutes for the June 2016 minutes. DM seconded the motion, all were in favor, and the minutes were approved.



Special reports: CS

- **Follow up on active projects/items:**

CS reported there were no active projects or items to discuss.

- **Priorities for current month:**

- **Terminal Building Rehabilitation Project**

CS reported that the terminal hangar door systems were having issues and would become an even larger operational expense due to most components being 50+ years in age and increased usage. Discussions between the tenant, CS, and the Airport Advisory Commission ensued relative to the age of the two systems, life cycle costing/maintenance v. replacement, increased daily use, increased safety concerns/liability, potential for greater building utility, functionality, and image.

The Airport Advisory Commission strongly recommended that CS and the City of Pekin refocus the terminal building rehab project to immediately pursue the replacement of both hangar door systems primarily due to safety/liability concerns and increased expenses. CS stated that he would work on building justification, exploring all known factors and all known options. CS stated he would immediately email the City Manager and at least one City Councilmember regarding the issue at large and the recommendation.

- **Replace Taxiway Lighting and associated Electrical Regulator project**

CS informed the Airport Advisory Commission that the bids would be received by the end of July. CS stated that they were scheduled for a Council Meeting in August, given that the State of Illinois would return the agreement ready to sign in a timely fashion.



- **Follow up on projects outstanding:**

- **Hangar E Door Project**

CS stated that he would contact the lessee to ensure the punch list items are completed and that the project would close.

- **Monthly status report on delinquent accounts:**

There was no discussion.

- **Monthly budget report:**

CS distributed a monthly budget report. CS and the commission discussed budgeted monies that could be applied to the terminal hangar door systems.

- **Fuel Report:**

CS and the commission discussed the attached fuel report.

Unfinished business: CS

- **Illinois Valley Parachute Club (IVPC) LOA**

The priority for the month was Airport Zoning.

- **Residential-Through-The-Fence Task Force**

The priority for the month was Airport Zoning.

- **Update Airport Rules and Regulations and Minimum Standards**

The priority for the month was Airport Zoning.

- **Airport Zoning for Tazewell County Code**

CS stated that the State of Illinois, on behalf of the Federal Aviation Administration, is satisfied with Tazewell County Code/State of Illinois protections toward tall structures. CS stated that he would do additional



research to ensure the State of Illinois' interpretation/statement is correct. The concern of CS was local enforcement rather than potential reaction.

New business: CS

- **2016 Pavement Maintenance Program (crack fill/seal coat)**

CS informed that he would be taking bids for a crack fill/seal coat program for the year. CS stated that the monies budgeted might be in jeopardy depending on funding requirements for the requested terminal hangar doors.

DM asked CS about the Airport Enterprise Fund and its relationship with the General Fund of the City. The Commission and CS discussed issues with city accounting including its software, especially relating to ease of use, the mixing of capital expenses/operational expenses, and the difficulty of assessing asset value.

- **Location of New Electrical Vault on Future Project**

CS notified the Airport Advisory Commission that the second phase of the airfield electrical project, which had been given the notice to proceed, would result in a relocation of the Electrical Vault/Building. CS requested that the commission think about a centralized area for potential location.

- **Internship/Externship Possibilities**

CS informed the Airport Advisory Commission that there had been interest in pro bono internship opportunities by young aviation professionals in the area. CS stated that he would ask the HR director if the concept could become a reality.

Additional items:

There was no discussion.

Around the table:

SH mentioned that he was approached by a City Council Member who asked about how things at the airport were going. SH complimented the airport team



for the change in dialogue, stating in years prior the airport was hardly ever a consideration regarding the airport by City Council or City Administration.

CS and the commission discussed the history of the airport commission and various styles of oversight and administration under a City Sponsor, as well as other airport sponsorships found throughout the United States under the Federal Aviation Administration.

Nick Keith asked about the status of the 100LL static reel and hose reel. CS stated that they had just been repaired. Nick Keith stated that he was in the process of making a rental aircraft available with the option of flight instruction.

DM stated his desire to calculate the cost of yearly ongoing maintenance of the 50+ year old terminal hangar door systems and get the subject on a future agenda to discuss the issue.

CS and the commission discussed the potential private development of hangars.

Meeting adjourned:

SH motioned to adjourn the meeting at 4:38 PM. DM seconded the motion, all were in favor, and the meeting was adjourned.