



**AIRPORT ADVISORY BOARD**  
REGULAR MEETING  
Monday, August 17, 2020

The Rochelle Airport Advisory Board met on Monday, August 17, 2020 at 3:00 p.m. in the Community Hangar at the Rochelle Municipal Airport. Social distancing and masks were required.

**Call to Order:** The meeting was called to order at 3pm by Chairman Skip Kenney.

**Roll Call:** Present at the meeting Board Members: Norman Jenkins, Skip Kenney, Dale Meyers, Claude McKibben, and Steve Wiggin. Also, present: Doug Smith, Chris Reyhas, Bart Rogers, Jason Anderson, Mike Hudetz, and Peggy Friday.

**Absent:** Gary Dunn, Rick Kettley, Joel Thompson, and Bill Tyler

Gary Dunn was made a Voting Member. Dale Meyers was appointed Member-At-Large.

**Minutes:** *A Motion by Mr. Jenkins and Seconded by Mr. McKibben to approve the Airport Advisory Minutes dated January 20, 2020, as corrected.* Motion passed by voice vote.

**Operations (Mike Hudetz):**

**A. Airport/Staff Activity**

- Installed 2 new front tires, hoses, battery and strobe lights on 9540 Kabota Tractor.
- Windsock was replaced due to wear and tear.
- Replaced the rear leaf springs on the electric jump cart/golf cart.
- Added a handrail fueling ladder at pumps for fueling taller aircraft.
- Rob Flanagan took mandatory Chemical Handling Training on 3/11/2020.
- Preconstruction meeting with IDOT for the runway refurbishment was held on 2/12/2020.
- Mike took mandatory Harassment Training and Cyber Security Training.
- Jason Anderson held a meeting with Airport Manager, Doug Smith, City Manager Jeff Fiegenschuh, Quigg, Hanson, Curran, Martin, Flight Deck, and Rock Sky Market on 3/6/2020 to discuss runway closure issues during construction.
- House basement repair was completed by Umbrella Basement Waterproofing the first week of March to repair a serious leak in the foundation.
- Rented a second office in the Community Hangar to Curran Contracting.

- New security cameras, requested by the Rochelle Police Department, were installed with a data feed to the Airport office and RPD.
- A phone conference was held with IDOT on May 12 regarding the Special Use Aircraft forms for using the grass surface Friday-Sunday during the runway construction project.
- Repaired both chimneys on the rental house.
- Painted both exhaust hoods on the Community Hangar.
- Had all fire extinguishers inspected and recharged.
- Oversaw runway resurfacing with numerous NOTAMs and a temporary turf taxiway/runway.
- Oversaw move of Taxiway Alpha 350 feet to the west.
- Oversaw runway/taxiway lighting rewiring.
- Oversaw Counterpoise Lightning suppression installation around taxiway and runway.
- Changed Full Service Fueling and FBO Sanitation procedures due to COVID-19.
- Mothballed Courtesy Car due to COVID-19.
- Added employee and guest temperature and health screening procedure due to Pandemic.
- Cancelled July 3 fireworks display permits because of COVID-19.
- Applied for \$30,000 CARES Grant.
- Arranged and paid for \$5,000 repair to the AWOS.
- Set up monitor and provided survey data to IDOT for the year-long Economic Impact Study.
- Updated and reprinted Airport Brochure
- Activated new website [www.rochelleairport.com](http://www.rochelleairport.com)
- Equipment, building and lawn/turf maintenance on airport property.

**B. Chicagoland Skydiving Center (CSC)** (Doug Smith provided a brief report in his absence.)

- Due to the COVID-19 Pandemic, all large events for remaining 2020 were cancelled.
- A storm caused damage to a spring on an overhead hangar door.

**C. A&M Air Sports** – Favorable weather has allowed for more training sessions from out-of-state students. Mike Hudetz expects the ability to fly through late November.

**New Business:**

**A. IDOT Traffic Counter** – The Illinois Department of Transportation (IDOT) installed a computer to track every transmission/activity for one year at the Airport. State audits counting the number of operations has determined that Saturday, Sunday and Wednesday are the busiest from noon to 9pm. The data will provide important information relating to the airport's impact on economic development and the local economy.

**B. Brochure Reprint** – A few hundred airport brochures are available.

- C. City Cameras** – Four cameras were installed on the exterior of the FBO Building and one inside that transmit data to the Police Department and a monitor in Airport Office. The system holds one week of video. The cost of additional data storage is cost prohibitive.
- D. Vehicles and Pedestrians on the Ramp** – Steve Wiggins commented that while the Municipal Airport is family-friendly, pedestrians and vehicles on the ramps pose an increased safety risk. Anyone under the age of fourteen must be escorted by an adult. Mike Hudetz will consider painting reminders on the walkways and adding signage to reduce liability.
- E. Land Lease for Private Hangars** – Chairman Skip Kenney discussed making a recommendation to the City Council to consider a new airport layout plan that would allow for privatizing new hangar space. IDOT would have to approve such a plan and will be a conversation at the next TIPS (Transportation Improvement Plan) Meeting with the state.
- F. Best Practices for the 90-Degree Turns onto New Taxiway** – Claude McKibben suggested that since the taxiways are becoming congested, consideration should be given to create a new plan over the next few years. The elimination of several tie-down spaces should be part of the plan.

**Old Business:**

- A. RV Parking** – The COVID-19 Pandemic has halted any special construction projects. 50-Amp service lines with a flexible cord is being considered as a new revenue stream. Rates would be comparable to those at CSC. Estimated project cost set at \$70,000. Mike Hudetz to meet with Adam Lanning to gain permission and a contact for dump station use. It was suggested that former City of Rochelle Employee Rick Kasmar be consulted on the project.
- B. Construction Projects** – Phase 2 ramp construction to begin in 2021. A cost of \$70,000 has been estimated to rebuild the fuel island. Capital Bill Funds are not available because of COVID-19.
- C. Website** – [www.rochelleairport.com](http://www.rochelleairport.com).

**Public Commentary:** Steve Wiggins commented on a safety/risk management issue he observed at the airport and asked Chicagoland Skydiving Center representatives to consider using a discreet radio frequency to keep the channels clear for incoming pilots of the Municipal Airport. At times, the CSC Drop Zone and internal but necessary chatter is cumbersome to the airways. Owner Doug Smith reminded the group that safety is their priority and will create ways for their pilots to reduce chatter.

**Next Meeting:** Next Airport Advisory Board meeting November 16, 2020 at 3pm.

**Adjournment** 4:32pm

Submitted by Peggy Friday