



APPROVED Minutes
Airport Advisory Board

The Airport Advisory Board of the City of DeKalb, Illinois, held a regular meeting on May 23, 2023, at the DeKalb Taylor Municipal Airport, 3232 Pleasant Street, DeKalb, Illinois, in the West Community Hangar.

Chair Robert Owens called the meeting to order at 7:00 p.m.

A. Roll Call

Chair Robert Owens called the roll, and the following members of the Airport Advisory Board were present: Paul Borek, Scott Carlson, Matt Duffy, Robert Owens/Chair, Bernard Pupino/Vice Chair and James Rhoades. Also present were Airport Manager Renee Riani and Airport Intern Anna Campbell.

B. Approval of Agenda – Additions / Deletions

James Rhoades moved to approve the agenda; seconded by Scott Carlson. Motion passed by a majority voice vote of those present.

C. Public Participation - None

D. Approval of Minutes – April 25, 2023

Matt Duffy moved to approve the minutes of the April 25, 2023 meeting; seconded by Scott Carlson. Motion passed by a majority voice vote of those present.

E. Old Business

1. DKB T-hangar lease review

- a. Renee Riani updated that the majority of the new T-hangar leases have been returned by tenants. Several tenants are still in process of review and approximately ten have not responded. Anna Campbell will be cataloging the leases and emailing them to the tenants.

2. Airport Minimum Standards/Rules and Regulations - Tabled

F. New Business

1. Airport Intern

- a. Renee Riani introduced Anna Campbell, NIU Business student who was hired as Airport Summer Intern. Anna shared her background and initial experiences in the position.

2. Wildlife update

- a. Renee Riani reported that an estimated 12-15 coyotes have been sighted by mowing crews so far this spring. The Airport has a Class C Wildlife control permit and certain staff are trained in the eradication process. A NOTAM was issued to alert pilots of the hazard.

3. SASO update

- a. Renee Riani reported that Fly America has renewed their SASO agreement through Feb. 14, 2024, with a one-year extension clause, and Win Aviation renewed their SASO agreement which now includes DeKalb Avionics, effective through December 31, 2025.

4. DKB-4924 South Apron

- a. Renee Riani reported that IDOT received construction four bids, the lowest of which was over estimate by +\$200,000. The Engineer of Record, Crawford, Murphy & Tilly provided IDOT-IDA with an adjusted estimate based on increased concrete/materials costs. Most likely, the project will be delayed until Spring/Summer 2024.

5. Recent inspections

Renee Riani reported on these recent inspections:

- a. Diesel fuel farm at 2200 Pleasant St. passed the State Fire Marshall biannual inspection on May 15.
 - b. The Illinois Department of Agriculture Bureau of Weights and Measures arrived for surprise inspection on May 16. The JetA fuel truck overwing and single-point and 100LL fuel farm meters passed inspections; however, the JetA fuel farm and 100LL fuel truck meters were out of tolerance and red-tagged. Franklen Meter technician has been scheduled to calibrate both meters on Wed., May 31.
 - c. City of DeKalb insurance carrier facilities inspection was May 17. Andy and the representative viewed E3, E4-1, E5, both FBO hangars, Electrical Vault/Emergency Generator building, airfield pavements, AWOS, on-airfield storage barns, 3331 Pleasant St buildings, 2200 Pleasant/ComEd hangar, 2100 Pleasant Maintenance hangar.
6. Aircraft Accident on May 19 at approximately 1705.
- a. Renee Riani reported on the Piper Lance accident south of R9/27 west of Txwy B2.
 - i. The three FAA Certificated pilots on board were uninjured, but the aircraft sustained major damage to propeller, landing gear and LH wing. DFC Line Service was contacted by a pilot onboard. Keiwinn then called Airport Manager Renee Riani. Renee activated emergency response. DFD responded. She called Flight Service and issued a NOTAM to close R9/27. Following NTSB permission, aircraft was moved to a secure location inside DeKalb Avionics hangar. Scott Carlson commented on the professional and compassionate response by Airport Manager Riani.

G. Adjournment

Bernard Pupino moved to adjourn the meeting; seconded by James Rhoades. Motion passed by a majority voice vote of those present. Chair Owens adjourned the meeting at 8:05 p.m.

Respectfully submitted:

Renee Riani, Airport Manager

Minutes approved 082223 during the Airport Advisory Board regular meeting.