Havana Regional Port District

Minutes of Regular Meeting

Held September 19, 2025

Meeting was called to order 8:35 AM by Bob Martin, President.

1. Reading of Agenda

Roll call: Members present were Bob Martin, president; John Komnick, treasurer; and Mike Perkins, secretary.

2. Consent Agenda

2.1 Approval of the Agenda for September 19, 2025 (this meeting).

2.2 Approval of the Regular Meeting Minutes from August15, 2025.

2.3.1 The financial report from Mr. Komnick is as follows:

- Mr. Komnick reported the checking account balance is $53,276.11 and represents all liquid assets.
- Project loan balance was reported as $87,861.12.

2.3.2 State grant payments

- Mr. Perkins previously reported that CRRSA and ARPA grant signatures were applied to the grant application forms and were submitted by Mr. Perkins to the state.

2.3 All outstanding bills for the next month are to be paid.

- **Motion:** accept all items on the consent agenda.
- **Discussion:** none.
- **Vote:** motion passed unanimously.
- **Resolved:** to accept the consent agenda.

3. Unfinished Business

3.1 Phase II of the Port Master Plan Project

There was no update again this month. Mr. Perkins previously reported that in a telcon with BJ Murray, this project may be funded when state funding opportunities return, perhaps in 2026.

3.2 ILWW Ports

Mr. Martin reports that he will be attending the annual ILWW meeting scheduled for November 7 where Mr. Charles (Bob) Brettell of Prosody Consulting will present on the Sunrise FS/IVT grant process.

3.3 Ten-year Planning Budget

No update available.

3.4 Funding and Grants

3.4.1 Fuel Tax Grant

There was no update this month. Mr. Perkins previously recalled that the application for this $12,498.00 grant was submitted several months ago.

3.4.2 CRSSA and ARPA Grants

There was no update this month. Mr. Perkins previously reported that these grants have been applied for in the amounts of $22K for CRRSA and $13K for ARPA.

3.4.3 Sunrise FS PIDP grant application

There was no update this month. Mr. Martin previously reported that HIRPD was contacted to submit a grant on HRPD's behalf due to the latter's current grant level within SAM.GOV. However, Prosody intends to submit the IVT/Sunrise grant to MIRAD before the September 10, 2025 deadline, either under the auspices of HRPD or HIRPD.

3.4.4 State Reporting and Audit Requirements

Mr. Perkins reported that he has initiated a email request to the comptroller's office (June Cantello) to reopen the incorrectly-submitted 2022 financial report so that it can be amended and subsequent years can be filed. Mr. Perkins stated he is still waiting for notification that this was accomplished by the state.

3.4.5 Annual Financial Report

Mr. Perkins reminded that this can be initiated after the required audit(s) have been conducted.

3.5 Airport Intern

There was no update to this. Mr. Martin previously reported that the possibility exists of hiring someone in conjunction with the FS grant project.

3.6 Hangar Pavement Project

Mr. Perkins reported that the local share for this project will be due soon, $2,282.71 for engineering and $19,712.20 for construction and that HRPD's signatures were applied to the agreement for this project and sent to the state September 18, 2025.

3.7 TIP Planning

3.7.1

Mr. Komnick reported that the ADS-B equipment for the traffic study counting was installed.

Previously reported by Mr. Jeff Olson was that Hanson Engineering has sent the project scope to IDOT for the Airport Layout Plan (ALP) and the related Exhibit A, Hanson Engineering and that IDOT had some comments that must be resolved.

3.7.2
Land purchase for the runway extension will be covered in the updated ALP.

3.7.3
Mr. Olson had previously reported that hiring a consultant for a runway expansion only makes sense after the ALP and Exhibit A are completed (with updated plans for the new runway). This item will be removed from the agenda.

<u>3.8 Volunteer projects</u>

3.8.1
Mr. Komnick reports he's accomplished the replacement of the porch light photocell and repaired the shop's overhead door control system.

3.8.2
The Havana EAA chapter has set October 18, 2025 as a stargazing night for the Champaign astronomy club and the EAA chapter but that no public invitation will go out.

<u>3.9 Maintenance</u>

3.9.1
Ditch maintenance. Mr. Perkins reported that chemical application for brush removal in the rocks has not been done as promised by the tenant farmer.

3.9.2
Vandalism deterrents. No update was available.

3.9.3
Airfield lighting and marking. No update was given.

3.9.4
Mr. Komnick reported that the crew car's air conditioning is inop needs servicing.

3.9.5
Other maintenance. There was nothing to report to report.

3.9.6
Mr. Komnick reported again this month that airport's based-aircraft is up-to-date.

3.10 Insurance
Mr. Perkins reported the bond insurance is paid and in-force after the change of underwriters.

3.11 Website
Mr. Martin suggested an individual to re-design and maintain the website. Mr. Perkins agreed to make contact.

3.12 Runway Upgrade
This item has been removed from the agenda.

3.13 Airport Farming and Lease
Mr. Komnick reminded that there is one more year on the lease, and that there would be an advantage to going through the bid process in spring as opposed to late summer as has been previously done.

4. New Business

4.1 The next meeting was confirmed for October 10, 2025 at 8:30 AM.

5. Public Comment

5.1 Open Floor
None.

6. Adjournment

- **Motion:** at 10:30 AM to adjourn the meeting.
- **Discussion:** none
- **Vote:** motion passed unanimously.
- **Resolved** to adjourn the meeting.

Submitted,
Mike Perkins, Secretary
Havana Regional Port District

I, Mike Perkins, certify that the above minutes of this Havana Regional Port District Board Meeting were posted at the front door of the Havana Regional Airport, 17970 CR 1100N, Havana, IL on October 3, 2025 at 7:30 AM.

Mike Perkins, HRPD Secretary