

Havana Regional Port District
Minutes of Regular Meeting
Held November 14, 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 November 14, 2025 (this meeting).

2.2 Approval of the Regular Meeting Minutes from October 10, 2025.

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

- Mr. Komnick reported the checking account balance is \$28,411.46 and represents all liquid assets.
- Project loan balance was reported as \$86,561.97.

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.
- Mr. Perkins said he will check on the status of the Airport Fuel Tax Refunds with Bill Eaves.

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. This project is waiting for potential 2026 funding.

3.2 ILWW Ports

Mr. Martin reported that he attended the ILWW in which Bob Brettell presented on his experience with HRPD's IVT/Sunrise FS grant application.

3.3 Ten-year Planning Budget

No update available; this project has not started.

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 IVT/Sunrise FS PIDP grant application

There was no update this month. The grant application was submitted in September 2025.

3.4.4 State Reporting and Audit Requirements

Mr. Perkins stated that he will converse with the State Comptroller's office today to reconcile budget filings by reopening and correcting the 2022 filing, making it possible to file 2023, 2024, and 2025.

3.4.5 Annual Financial Report

Mr. Perkins reported that completion is contingent upon other items.

3.5 Airport Intern

It was previously discussed that there is no current funding opportunity.

3.6 Hangar Pavement Project

Looking outside reveals that project is underway. Mr. Komnick previously reported that \$21,994.91 has been paid to IDOT for the Port's local share of this project.

3.7 TIP Planning

3.7.1

Mr. Perkins reported that the TIP meeting was held with IDOT October 16, 2025.

3.7.2

Previously reported: land purchase for the runway extension will be covered in the updated ALP.

3.8 Volunteer projects

3.8.1

Airport Improvements. There was no update given.

3.8.2

Mr. Martin reported that the stargazing event scheduled in October was cancelled.

3.9 Maintenance

3.9.1

Ditch maintenance. Mr. Perkins previously 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. Mr. Komnick reported unsatisfactory results from a trial camera installed. Mr. Martin reported making contact with a firm interested in installing a video surveillance system.

3.9.3

Airfield lighting and marking. No update was given.

3.9.4

Mr. Komnick previously reported that the crew car's air conditioning is inop and 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 stated the quotes for property and liability have been received from Facer Insurance, \$10,121 and \$3,903 respectively.

3.11 Website

Mr. Perkins reported he has begun to work with the developer for the new website.

3.12 Airport Farming and Lease

There was no update available.

4. New Business

4.1 The next meeting was confirmed for 08:30 AM on December 12, 2025.

5. Public Comment

5.1 Open Floor

None.

6. Adjournment

- **Motion:** at 09:45 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 December 6, 2025 at 10:30 AM.

Mike Perkins, HRPD Secretary