

COLES COUNTY AIRPORT AUTHORITY

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

TUESDAY, NOVEMBER 18, 2025

COLES COUNTY MEMORIAL AIRPORT

COLES COUNTY, ILLINOIS

8:00 A.M.

The meeting of the Board of Commissioners of the Coles County Airport Authority was convened at the Coles County Memorial Airport, Coles County, Illinois, on Tuesday, November 18, 2025. Chairman Mark Nelson called the meeting to order at the hour of 8:00 a.m.

PRESENT: Commissioners, Schaefer, Rasmussen, Campbell, Sauget and Nelson. Manager Fearn, Administrative Assistant Little, and Attorney Jake Smallhorn.

Coles County Aviation Manager, Doug Paige, was also present.

Open

There were no members of the public present, and Chairman Nelson moved the meeting forward.

Minutes

Upon a motion made by Commissioner Schaefer and seconded by Commissioner Sauget, the minutes for the October 2025 meeting were approved on a roll call vote. The results are as follows:

| | |
|-----------|-----|
| Sauget | Yes |
| Schaefer | Yes |
| Rasmussen | Yes |
| Campbell | Yes |
| Nelson | Yes |

Financial Report

Commissioner Campbell asked what the payment to Layton Fire was for. Manager Fearn explained that it was for the Annual Fire Extinguisher Inspection and Maintenance. Upon a motion made by Commissioner

Rasmussen and seconded by Commissioner Sauget the financial report for October 2025 was approved on a roll call vote. The results are as follows:

| | |
|-----------|-----|
| Sauget | Yes |
| Schaefer | Yes |
| Rasmussen | Yes |
| Campbell | Yes |
| Nelson | Yes |

FBO Monthly Ops Report

Coles County Aviation Manager Doug Paige presented the Ops Report to the Board. The FBO had two Charters in October for the Gardner-Webb and EIU Football teams. Both operations ran well, and the team did a great job. October 25th, the first Trunk-or-Treat Fly-In was held. The event was very well attended, 9 pilots participated, and fun was had by all. October 28th through the 30th, Doug Paige, Line Technician, Tate Little, and Maintenance Technician, Rod Symonds attended Titan Fuel Training in Kentucky. Each earned 3 certifications.

October 30th, the Coles Together Annual Industry Day Lunch was held in the FBO Hangar. 160 Students attended from Charleston, Mattoon, St. John's, and Lift schools.

Mya Cobb is doing a great job with the flight school. October 24th her student Chris Martin, flew his solo flight. Chris began his instruction with Mya in August. Chris is the fourth EAA Ray Aviation Scholarship recipient. Mya had two new students enroll in flight training, and They will start lessons in November.

Ronda Sauget – Strategic Planning

Sauget updated the Board about various projects and meetings concerning the Airport Business Plan, Enterprise Zone, and Grant/Funding Leads. Sauget and her committee have been networking with multiple Coles County Department heads to compile contacts and gather information. Some encouraging developments have evolved towards Contour Airlines, Uber, Lyft, and a Rental Car Location on-site at the Airport.

December Board Meeting Date Change

The Board agreed to postpone the meeting for one week. The monthly Board Meeting will take place on December 16, 2025.

Curry Land Lease

Manager Fearn presented information to the Board for the renewal of the Curry Land Lease. Mr. Curry requested that the Airport Authority reduce the cost of the lease by 50%. Manager Fearn recommended to the board that the rate be increased from \$400 per acre to \$425 per acre to reflect the current farm lease acreage amount. He also suggests that we have the term date changed to run concurrently with the other farm leases from March 1st to February 28th.

A motion was made by Commissioner Schaefer to approve the rate of \$425 per tillable acre for a 5-year term, with the agreement that should Curry choose not to renew that the land will return to farm ground.

Commissioner Rasmussen seconded the motion. The motion was approved on a roll call vote. The results were as follows:

| | |
|-----------|-----|
| Sauget | Yes |
| Schaefer | Yes |
| Rasmussen | No |
| Campbell | Yes |
| Nelson | Yes |

Manager's Report

GovDeals Auction Proceeds

The old John Deere tractor was sold on GovDeals.com for \$30,000. EIU won the bid. After considering the profit made on the sale, the new tractor had a total cost of \$42,156.00.

TIPS

October 21st Manager Fearn, and Commissioners Sauget and Campbell attended the Annual Tips meeting in Springfield.

FAA Part 139 Inspection

The 2025 inspection is scheduled onsite for November 24th through the 26th.

Illinois Aviation Hall of Fame

Manager Andrew Fearn was inducted on October 16th. There were a total of 8 inductees for the 2024-2025 Calendar year. Manager Fearn was joined by his wife, father, Chairman Nelson, and his wife.

First Snow of 2025

November 10th, MTO had the first snowfall of the year. The maintenance crew broomed 11-29.

Facebook

240,075 Views, 78,789 Reach, and 3,164 Interactions. Down from last month.

Website

561 Visits, 1,628 page Views, and 84 Engagements.

Facebook

15,252 post reach, 3,962 post engagements, and 6 new likes.

AOA (Airport Operations Area) Driver Training

Staff completed on November 12th. An additional training course for FAA and NOA Techs is scheduled for November 24th.

ARFF Fireman Training

Practice Drill for 139 Inspection and AOA driving was completed.

Seal Coat and Crack Fill

MALSR road and DME road have been completed.

Chamber Breakfast

Held at EIU on November 6th. Manager Fearn, Assistant Billie Little, Jim Campbell, and Curt Schaefer attended.

Snow/Ice Removal Training

Staff completed training on November 12th.

Fire Extinguisher Training

Staff participated in training on November 5th.

Sexual Harassment Training

Staff completed training on November 17th.

Out of the Office

Manager Fearn will be out of the office from December 8th – 11th.

Holiday Potluck

The Annual Hangar Tenant Holiday Potluck will be hosted on December 18th at noon in the FBO Hangar.

Executive Session- Lease of Property 2(C)(6)

Motion was made by Commissioner Schaefer to go into executive session at 9:08 a.m. Motion was seconded by Commissioner Sauget.

The motion was approved on a roll call vote.

The results were as follows:

| | |
|-----------|-----|
| Sauget | Yes |
| Schaefer | Yes |
| Rasmussen | Yes |
| Campbell | Yes |
| Nelson | Yes |

Motion was made by Commissioner Rasmussen to come out of executive session at 9:30 a.m. Motion was seconded by Commissioner Schaefer. The motion was approved on a roll call vote.

The results were as follows:

| | |
|-----------|-----|
| Sauget | Yes |
| Schaefer | Yes |
| Rasmussen | Yes |
| Campbell | Yes |
| Nelson | Yes |

Leases

No action was necessary at this time.

Commissioner's Comments & Questions

No further comments or questions were made.

Adjournment

There being no further business before the Board, a motion to adjourn was made by Commissioner Sauget and seconded by Commissioner Schaefer. The motion carried on a roll call vote. The results were as follows:

| | |
|-----------|-----|
| Sauget | Yes |
| Schaefer | Yes |
| Rasmussen | Yes |
| Campbell | Yes |
| Nelson | Yes |