



**PROCEEDINGS OF THE REGULAR MEETING
OF THE AIRPORT ADVISORY COMMISSION OF THE CITY OF PEKIN, ILLINOIS,
HELD AT PEKIN MUNICIPAL AIRPORT
13906 AIRPORT LN. PEKIN, IL 61554
ON TUESDAY, OCTOBER 28, 2025 AT 3:00 PM
CHARIMAN STEVE HUEY PRESIDING**

Pledge of Allegiance

The Pledge of Allegiance was recited.

Call to Order

Chairman Steve Huey called the regular meeting of the Airport Advisory Commission to order at 3:00 PM.

Chairperson Huey confirmed all Commissioners were physically present.

Attendee Name	Commission	Title	Status	Arrived
Steve Huey	Pekin Municipal Airport Advisory Commission	Commission Chairperson	Present	3:00 PM
Todd Thompson	Pekin Municipal Airport Advisory Commission	Commission Member	Absent	
Steve Foster	Pekin Municipal Airport Advisory Commission	Commission Member	Absent	
Mike Reed	Pekin Municipal Airport Advisory Commission	Commission Member	Present	3:00 PM
Murray Brian	Pekin Municipal Airport Advisory Commission	Commission Member	Present	3:00 PM

Also Present: Michael Cruce, Airport Manager

Approve Agenda

A motion to approve the agenda as presented was made by and seconded by Todd Thompson. Motion carried unanimously.

Approval of Minutes

4.1. Minutes from the September 23, 2025 Meeting

A motion to approve the minutes from the September 23, 2025 Airport Advisory Commission meeting was made by Mike Reed, seconded by Murray Brian, and carried unanimously.

RESULT:	[3 to 0] (UNANIMOUS)
MOVER:	Commissioner Mike Reed
SECONDER:	Commissioner Murray Brian
AYES:	Commissioners Huey, Reed, and Brian

Public Input

There was no public input.

New Business

6.1. 2025 TIPS meeting

The Commission discussed the 2025 TIPS meeting will be held on November 2, 2025 in Springfield, and its relevance to upcoming airport capital projects and procurement coordination. No action was taken.

6.2. Fuel Tank installation progress update

Airport Manager Mike Cruce provided an update on the fuel tank replacement project. A pre-construction meeting was scheduled for October 29, 2025 at 2:00 PM. The contractor continues submitting required submittals to the project engineer. A Notice to Proceed will be issued following completion of the required state paperwork.

Current fuel status was reviewed, noting approximately 1,600 gallons of Jet A remaining on hand. No additional Jet A purchases are planned, and the existing Jet A tank will be taken out of service until the new tanks are installed and operational. Additional 100LL fuel has been purchased.

Initial construction activities are expected to include trenching, minor earthwork, and concrete pad installation, subject to weather conditions.

6.3. Overnight Transient T- hangar policy

The Commission reviewed the proposed overnight transient T-Hangar policy. Hangar 5 (end unit) will be designated as the transient hangar. The proposed fee structure includes a daily rate of \$30 with a discounted weekly rate of \$175. All payments will be non-refundable.

Transient users will be required to complete an electronic waiver and prepay prior to receiving access. The waiver will require the transient operator to accept liability and indemnify the City. City insurance will cover the hangar structure but not individual aircraft.

A motion was made to recommend the overnight transient T-Hangar policy
Motion carried unanimously.

RESULT:	[3 to 0] (UNANIMOUS)
MOVER:	Commissioner Murray Brian
SECONDER:	Commissioner Mike Reed
AYES:	Commissioners Huey, Reed, and Brian

6.4. T-Hangar insulation and climate control specs and guidelines

The Commission reviewed proposed insulation and climate control specifications for new and existing T-Hangars. Acceptable HVAC options include mini-split systems providing heating and cooling and radiant tube heating systems for heat-only applications.

Insulation standards discussed include minimum foam board insulation requirements for new hangars and spray foam insulation options for older hangars, all subject to applicable fire-rating requirements. Electrical capacity, metering limitations, contractor approval, and permitting requirements were reviewed.

Lease provisions related to voluntary tenant improvements were discussed, noting that qualifying improvements may allow the original tenant to maintain the rental rate for a defined lease term. Such benefits are non-transferable.

A motion was made to recommend the insulation and climate control specifications. Motion carried unanimously.

RESULT:	[3 to 0] (UNANIMOUS)
MOVER:	Commissioner Murray Brian
SECONDER:	Commissioner Mike Reed
AYES:	Commissioners Huey, Reed, and Brian

Adjourn

A motion to adjourn was made by Murray Brian and seconded by Mike Reed.
The meeting adjourned at 4:15 PM.