

POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, June 9, 2016, at the Ankeny Regional Airport, 3737 Convenience Blvd., Ankeny, Iowa. The meeting was called to order at 5:00 P.M.

- Item 1) ROLL CALL – MEMBERS PRESENT:** ANDERSON, ASHBY, GARDNER, NOVAK, WANGSNESS
MEMBERS ABSENT: BARBER, GREUBEL
Chairperson, Jeff Wangsness, called the meeting to order. Present from the City of Ankeny were Assistant City Manager, Paul Moritz; Jennifer Sease, Administrative Services Director; and Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Representing EXEC 1 was Dan Stull. Representing Snyder & Associates was Scott Port.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITHOUT AMENDMENT.**
It was moved by Todd Ashby and seconded by Dr. Paul Novak to approve the agenda without amendment. VOTE: YEA: ASHBY, NOVAK, ANDERSON, GARDNER, WANGSNESS
- Item 3) AUDIENCE WITH VISITORS**
Mike Callison, Iowa Aviation Heritage Museum, stated the museum would like to host a “Show and Shine” event, combining an antique aircraft and car show that would coincide with the Corvette Club Event scheduled for August 13 and 14, 2016. Wangsness stated Callison will need to submit an application, receive permission from the Corvette Club and the FBO.
- Item 4) FINANCE / BUDGET REPORT**
Dr. Paul Novak reported the final snow removal total was \$50,000 under budget. Jennifer Sease stated she will draft a letter to the City of Altoona regarding the commercial and industrial replacement portion of the semi-annual Airport Authority invoice.
- tem 5) FBO REPORT**
Item 5A) FUEL REPORT
Item 5B) INSPECTION REPORT
Item 5C) HANGAR TENANT WAITING LIST REPORT
Item 5D) TENANT CONCERNS AND RESPONSE REPORT
Dan Stull stated the north gate is now working. Stull stated a solenoid needed to be replaced, not the motor.
- Item 6) CONSENT AGENDA ITEMS**
CA-1 APPROVAL OF MAY 5, 2016 MINUTES
CA-2 CONSIDER MOTION TO APPROVE PAYMENT #156 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE GENERAL ENGINEERING THROUGH APRIL 30, 2016 AND RW 18 LAND ACQUISITION SERVICES IN THE AMOUNT OF \$5,387.14.
CA-3 CONSIDER MOTION TO APPROVE PAYMENT #11 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE RUNWAY 18/36 AND TAXIWAY LIGHTING IMPROVEMENTS, IN THE AMOUNT OF \$8,725.70.

- CA-4 CONSIDER MOTION TO APPROVE PAYMENT #7 TO MCCLURE ENGINEERING CO., FOR SERVICES THAT INCLUDE WILDLIFE FENCE ENVIRONMENTAL ASSESSMENT THROUGH APRIL 30, 2016 IN THE AMOUNT OF \$6,094.75.**
- CA-5 CONSIDER MOTION TO APPROVE PAYMENT #1 TO KIMREY ELECTRIC FOR CONSTRUCTION SERVICES ON THE RUNWAY 18/36 AND TAXIWAY LIGHTING IMPROVEMENTS PROJECT, IN THE AMOUNT OF \$187,931.85.**
- CA-6 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$578,295.21.**
- CA-7 MAY 2016 FINANCIAL REPORTS**
- CA-8 ACCOUNTS RECEIVABLE AGING SUMMARY**

MOTION TO APPROVE CONSENT AGENDA ITEMS CA-1 TO CA-8.

It was moved by Dr. Paul Novak and seconded by Bill Gardner to approve consent agenda items CA-1 through CA-8. VOTE: YEA: NOVAK, GARDNER, ANDERSON, ASHBY, WANGSNESS

Item 7) REMOVED CONSENT AGENDA ITEMS: NONE

Item 8) OLD BUSINESS: NONE

Item 9) NEW BUSINESS

Item 9A) ENVIRONMENTAL ASSESSMENT: ALTERNATIVES FOR THREE PROPOSED PROJECTS – MCCLURE ENGINEERING

Jay Pudenz, McClure Engineering, presented alternatives for Wildlife Hazard Mitigation, the Drainage Channel and Aircraft Storage Capacity. Pudenz stated we should be on schedule to have a FONZI issued this fall, with approval for the security fence next year. A FONZI is issued when environmental analysis finds a project to have no significant impact on the quality of the environment.

Item 9B) RESOLUTION 2016-20, APPROVING TIE-DOWN SPACE LEASE AGREEMENTS FOR CHRIS FOSTER AND CIVIL AIR PATROL IOWA WING/IA002. BOTH LEASES TAKE EFFECT MAY 1, 2016 WITH THE TERMINATION DATE OF DECEMBER 31, 2016.

It was moved by Dr. Paul Novak and seconded by Brant Anderson to approve Resolution 2016-20, approving a tie-down space lease for Chris Foster and Civil Air Patrol. VOTE: YEA: NOVAK, ANDERSON, ASHBY, GARDNER, WANGSNESS

Item 10) REPORTS

Item 10A) ENGINEERING REPORT

- a. UPDATE ON THE RUNWAY 18/36 AND TAXIWAY LIGHTING PROJECT**
- b. PAPI REPLACEMENT PROJECT – PROJECT SCHEDULE, INFORMAL BIDDING AND AWARD OF CONSTRUCTION CONTRACT.**

Scott Port stated the Runway 18/36 and Taxiway Lighting Project has been completed. Port stated replacing the Runway 18/36 PAPI (precision approach path indicator) lights will be a standalone project. Quotes for the PAPI light replacement are due on June 15, 2016. Port stated the RWY 4/22 Rehabilitation and RWY 22 Threshold Relocation Project was stalled when the AWOS (Automated Weather Observing System) power line was cut accidentally by the contractor.

Item 10B) STAFF REPORT

- a. NORTH GATE OPENER ISSUES**
- b. UAS (DRONE) FLIGHTS NEAR AIRPORT**
- c. W & W NORTH HANGAR CONSTRUCTION UPDATE**

d. RUNWAY 22 SURFACE APPROACH OBSTRUCTION AND MITIGATION

Paul Moritz reported that he has been receiving calls from drone operators. The FAA regulations for drone operators requires them to call the airport administrator for permission to fly the drone if they are within five miles of an airport. It is up to the airport manager to make the ruling as to how close they can get to the airport. Drones are not allowed to fly above 400 feet. Moritz stated the W & W North hangar just needs to complete the punch list and it will be completed. Jeff Wangsness stated before the South hangar construction begins he would like an agreement signed with the contractor laying out what is expected at the construction site, such as putting the fence back up at night before leaving. Moritz stated he was notified by the FAA that there are six trees that will limit nighttime instrument approach procedures on RWY 22. Scott Port stated he will find what time frame is appropriate to remove the trees according to the Endangered Species Act.

Item 10C) LEGAL COUNSEL REPORT - NONE

Item 10D) BOARD REPORT

Todd Ashby attended the Greater Des Moines Partnership, Washington D.C. trip. Ashby reported the FAA feels the Authority is following the right process with the wildlife fence

Item 10E) CHAIR REPORT

Jeff Wangsness stated he will not be able to attend the August 4th meeting. Wangsness stated he would like to see a grading project in the near future to clean up the unsightly area between the t-hangars.

Item 11) REQUEST FOR EXECUTIVE SESSION

It was moved by Todd Ashby and seconded by Dr. Paul Novak to go into Executive Session, pursuant to the provisions of Iowa Code Chapter 21.5 sub-paragraph (j) "To discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property." VOTE: YEA: ASHBY, NOVAK, ANDERSON, GARDNER, WANGSNESS

Council went into Executive Session at 5:56 p.m.
Council reconvened to regular session at 6:11 p.m.

Item 12) ADJOURN

There being no further business, it was moved by Todd Ashby and seconded by Dr. Paul Novak to adjourn the meeting. VOTE: YEA: ASHBY, NOVAK, ANDERSON, GARDNER, WANGSNESS

The meeting adjourned at 6:13 p.m.

Attest: _____
Dr. Paul Novak, Treasurer

Signed: _____
Jeff Wangsness, Chairperson

