

POLK COUNTY AVIATION AUTHORITY  
ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, July 7, 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, BARBER, GARDNER, GREUBEL, NOVAK, WANGSNESS  
**MEMBERS ABSENT:** NONE  
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 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, BARBER, GARDNER, GREUBEL, WANGSNESS
- Item 3) AUDIENCE WITH VISITORS - NONE**
- Item 4) FINANCE / BUDGET REPORT**  
Dr. Paul Novak reported that Clifton Larson Allen has begun the Authority audit. Novak stated the administrative bill for the Authority has been paid to the City of Ankeny and a payment was made to Kimrey Electric for the 18/36 runway lighting project.
- Item 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**  
Jeff Wangsness stated from the report submitted by Dan Stull, fuel sales were up from the previous year.
- Item 6) CONSENT AGENDA ITEMS**  
**CA-1 APPROVAL OF JUNE 9, 2016 MINUTES**  
**CA-2 APPROVAL OF JUNE 23, 2016 SPECIAL MEETING MINUTES**  
**CA-3 CONSIDER MOTION TO APPROVE PAYMENT #157 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE GENERAL ENGINEERING THROUGH MAY 31, 2016 IN THE AMOUNT OF \$3,292.40.**  
**CA-4 CONSIDER MOTION TO APPROVE PAYMENT #12 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE RUNWAY 18/36 AND TAXIWAY LIGHTING IMPROVEMENTS, IN THE AMOUNT OF \$728.70.**  
**CA-5 CONSIDER MOTION TO APPROVE PAYMENT #8 TO MCCLURE ENGINEERING CO., FOR SERVICES THAT INCLUDE WILDLIFE FENCE ENVIRONMENTAL ASSESSMENT THROUGH MAY 28, 2016 IN THE AMOUNT OF \$7,773.00.**

**CA-6 CONSIDER MOTION TO APPROVE PAYMENT #2 TO KIMREY ELECTRIC FOR CONSTRUCTION SERVICES ON THE RUNWAY 18/36 AND TAXIWAY LIGHTING IMPROVEMENTS PROJECT, IN THE AMOUNT OF \$57,858.92.**

**CA-7 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$88,787.22.**

**CA-8 JUNE 2016 FINANCIAL REPORTS**

**CA-9 ACCOUNTS RECEIVABLE AGING SUMMARY**

**MOTION TO APPROVE CONSENT AGENDA ITEMS CA-1 TO CA-9.**

It was moved by Bill Gardner and seconded by John Barber to approve consent agenda items CA-1 through CA-9. VOTE: YEA: GARDNER, BARBER, ANDERSON, ASHBY, GREUBEL, NOVAK, WANGSNESS

**Item 7) REMOVED CONSENT AGENDA ITEMS: NONE**

**Item 8) OLD BUSINESS: NONE**

**Item 9) NEW BUSINESS**

**Item 9A) RESOLUTION 2016-24, APPROVING LAND ACQUISITION LOAN AGREEMENT WITH POLK COUNTY, IOWA.**

Polk County Supervisor, Steve Van Oort, stated the loan to the Aviation Authority would be on the Polk County Supervisor's agenda July 12, 2016 for approval. On behalf of Polk County, Mr. Van Oort thanked the Authority Board for all they do for the airport. Jeff Wangsness stated he would like to thank Polk County for their continued support.

**Item 9B) MOTION TO APPROVE APPLICATION FOR "SHOW AND SHINE" EVENT.**

Mike Callison, Iowa Aviation Heritage Museum, stated the museum was not able to find someone to insure the "Show and Shine" event. Callison did not submit an application for this event. Jeff Wangsness thanked Mike for all his efforts.

**Item 9C) RESOLUTION 2016-25, APPROVING AND AUTHORIZING THE EXECUTION OF FIRST AMENDMENT TO PURCHASE AGREEMENT WITH DARRYL AND ANGELA BRESSON.**

Attorney, Amy Beattie, stated due diligence period for the Bresson agreement will expire on July 8, 2016. Beattie recommends the approval of this ninety day extension. It was moved by Dr. Paul Novak and seconded by Todd Ashby to approve and authorize the execution of the First Amendment to Purchase Agreement with Darryl and Angela Bresson. VOTE: YEA: NOVAK, ASHBY, ANDERSON, BARBER, GREUBEL, WANGSNESS ABSTAIN: GARDNER

**Item 10) REPORTS**

**Item 10A) ENGINEERING REPORT**

**a. RUNWAY 18/36 AND TAXIWAY LIGHTING IMPROVEMENTS PROJECT.**

Scott Port stated the Runway 18/36 and Taxiway Lighting Improvement Project is on schedule. Port stated there will always be one runway open. When runway 18/36 is closed, runway 4/22 will be open and vice versa. Jason Greubel stated the airport needs hard dates for the runway closure period, at least a one week notice. Port stated he would verify dates for the runway closures.

**b. PAPI REPLACEMENT PROJECT.**

Port stated he has submitted the application for Federal Assistance for the Replace Runway 18/36 PAPI Project.

**c. REPLACEMENT OF ROCK SURFACING BETWEEN TEE HANGAR BUILDINGS.**

Jeff Wangsness stated he would like landscape fabric and rock on all the surfaces between the tee hangars to help prevent the weeds coming through. Port stated he will get landscaping quotes for that project. Port stated the AWOS cable is direct buried at this time. Port is in the process of asking the FAA for approval to have the AWOS cable buried in conduit. The approximate cost for this project would be \$30,000. It was the consensus of the Board to move forward with this project if the FAA approves burying the AWOS cable in conduit.

It was moved by Todd Ashby and seconded by Dr. Paul Novak to bring forward a change order to proceed with burying the AWOS cable in conduit if it receives FAA approval.

VOTE: YEA: ASHBY, NOVAK, ANDERSON, BARBER, GARDNER, GREUBEL  
WANGSNESS

**Item 10B) STAFF REPORT**

**a. DRAFT ENVIRONMENTAL ASSESSMENT – MCCLURE ENGINEERING.**

Andy Maysent, McClure Engineering, stated that he is waiting on FAA feedback on the core drilling done in the wetland and the drainage ditch areas. Maysent stated he has received notice that no permit will be needed for the fence.

**b. POSSIBLE FARM LEASE ON PROPERTY ACQUISITION FROM LGI.**

Paul Moritz stated Bruce Johnson is interested in farming the 2.4 acres on the north side of Oralabor Road. Amy Beattie stated she will need the name of the current tenant to give them notice, as well as the person that is mowing the grounds.

**c. MAIN RUNWAY PAVEMENT FAILURE AND TEMPORARY REPAIR.**

Moritz stated there was a pavement failure on the east side of the south end of the main runway. City of Ankeny Public Works staff came out to temporarily patch the area. Moritz stated a permanent patch will have to be done to the runway this fall.

**d. MAIN RUNWAY JOINT CONDITIONS (IOWA DOT CORRESPONDENCE).**

Mike Marr, DOT, was at the airport and asked that the grass and weeds be kept out of the runway cracks. EXEC 1 took care of cleaning out the vegetation from the runway.

**e. STATUS OF CONSTRUCTION – W&W NORTH HANGAR.**

Moritz stated the fence still needs to be repaired at the W&W North Hangar.

**f. RUNWAY 22 TREE OBSTRUCTIONS AND MITIGATION.**

Moritz has contacted Mark Gray to get permission from the property owners to remove the tree obstructions on their properties. Moritz stated the Snoopy Blimp will be at the airport on August 6, 2016.

**Item 10C) LEGAL COUNSEL REPORT**

Amy Beattie stated the land transaction with The Lauridsen Group, Inc. will close on July 8, 2016.

**Item 10D) BOARD REPORT**

Bill Gardner stated the FAA has made changes in regard to personal use of airplane hangars by tenants. Beattie stated she would look into this to see if changes need to be made to the leases. Jennifer Sease stated the auditors may contact the Board members with questions regarding fraud or whether they are aware of any suspicious business. Jason Greubel stated he was copied on an email from Bondurant City Manager, Mark Arentsen to the City Council with a recommendation that the City of Bondurant wasn't benefitting from the Ankeny Regional Airport as much as Ankeny is and didn't feel as though it was a good use of tax payer money. Amy Beattie stated the current 28E is in effect until 2021. Steve Van Oort stated he would talk with the Bondurant City Manager and Council Members with the permission of the Authority Board. Jeff Wangsness stated it

is a good time to start having discussion. Todd Ashby stated the Authority Board should be contacting the member communities on a regular basis keeping them up to date on the progression of the airport.

**Item 10E) CHAIR REPORT**

Jeff Wangsness stated he will not be able to attend the August 4<sup>th</sup> meeting.

**Item 11) ADJOURN**

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

The meeting adjourned at 5:50 p.m.

Attest: \_\_\_\_\_  
Jason Greubel, Secretary

Signed: \_\_\_\_\_  
Jeff Wangsness, Chairperson

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