

**POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA**

The Polk County Aviation Authority held a regular meeting on Thursday, October 4, 2012, 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, GOCKE, GREUBEL, LORENZ, NOVAK, PIGHETTI
MEMBERS ABSENT: WANGSNESS
Chairperson, John Pighetti called the meeting to order. Present from the City of Ankeny were: Tim Moerman, Assistant City Manager, Jennifer Sease, Finance Director, Curtis Brown, Director of Economic Development and Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Representing EXEC 1 were John Fotiadis and Dixie Cox. Representing Snyder & Associates were Jerry Searle and Dustin Leo.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITHOUT AMENDMENT**
It was moved by Gary Lorenz and seconded by Jason Greubel to approve the agenda without amendment. VOTE: YEA: LORENZ, GREUBEL, ANDERSON, GOCKE, NOVAK, PIGHETTI

Jeff Wangsness arrived at 5:04 p.m.
- Item 3) AUDIENCE WITH VISITORS
PRESENTATION OF THE NEW WEBSITE OF THE ANKENY REGIONAL AIRPORT**
Curtis Brown, Director of Economic Development, presented the Board with the new airport website developed by Webspec Design, Urbandale, IA. The web address is www.ankenyregionalairport.com. Curtis stated that an official announcement of the website and new Airport logo would be unveiled at an event commemorating the airport's twentieth anniversary in the Spring of 2013.

Chairperson John Pighetti stated that the airport has received several calls recently inquiring about hangar availability. Dave Kalwishky, tenant at Morningstar Field Airport, Des Moines, stated that he has heard the facility will be closing the end of 2013. Pighetti stated that this is good information for us to keep in mind when we take a look at providing more space for airplanes.

As a reminder, Dave Kalwishky, representing the Experimental Aircraft Association Chapter 135, stated that there will be a Grassroots Aviation Program on October 11, 2012 held at the airport with social hour at 5:00 p.m., program at 6:00 p.m. The presenter will be Jeff Skiles, EAA (Experimental Aircraft Association) Vice- President and he was also the co-pilot for U.S. Airways Flight 1549 that landed in the Hudson.
- Item 4) FINANCE / BUDGET REPORT**
Dr. Paul Novak reviewed the bills. Jennifer Sease, Finance Director stated that Bank of the West is now the bank for the Authority.
- 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
John Fotiadis stated that fuel sales were down from last month but up from a year ago.

The fence that was damaged on the east side of 422 has been fixed by City maintenance crews by placing snow fence in the broken areas.

Dixie Cox stated we have a tenant who was evicted from his hangar July, 2011, and now has his plane tied down, but is not paying tie down rent. Attorney Amy Beattie stated it is the responsibility of Exec 1 to handle this tenant. Regarding two previous tenant issues, Beattie stated that one has purchased a plane and the second tenant should be notified, by Exec 1, that his lease will not be renewed in January.

Item 6)

CONSENT AGENDA ITEMS

CA-1 APPROVAL OF SEPTEMBER 6, 2012 MINUTES

CA-2 CONSIDER MOTION TO APPROVE PAYMENT #22 IN THE AMOUNT OF \$5,312.84 TO SNYDER & ASSOCIATES FOR SE FOUR MILE DRIVE ROAD RELOCATION, PLANS, SPECS AND BID DOCUMENTS

CA-3 CONSIDER MOTION TO APPROVE PAYMENT #10 IN THE AMOUNT OF \$2,420.00 TO SNYDER & ASSOCIATES FOR RUNWAY 4/22 LAWSUIT, PROFESSIONAL SERVICES THROUGH AUGUST 31, 2012.

CA-4 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$27,519.84..

CA-5 SEPTEMBER 2012 FINANCIAL REPORTS

CA-6 ACCOUNTS RECEIVABLE AGING SUMMARY

CA-7 CONSIDER MOTION TO ADOPT RESOLUTION 2012-30, ACCEPTING AND APPROVING THE MASTER AGREEMENT WITH SNYDER & ASSOCIATES, INC. FOR ENGINEERING SERVICES

MOTION TO APPROVE CONSENT AGENDA ITEMS CA-1 TO CA-7.

Chairperson, John Pighetti, in regard to item CA-7 stated that an Engineering Report has been added to the agenda to allow Jerry Searle and Dustin Leo a place for project discussion. Pighetti also stated that there is a clause in the engineering agreement that in the event Jerry Searle resigns, the Authority has first right to refuse Searle's replacement.

It was moved by Jim Gocke and seconded by Jeff Wangsness to approve consent agenda items CA-1 through CA-7. VOTE: YEA: GOCKE, WANGSNESS, ANDERSON, GREUBEL, LORENZ, NOVAK, PIGHETTI

Item 7)

REMOVED CONSENT AGENDA ITEMS: none

Item 8)

OLD BUSINESS: none

Item 9)

NEW BUSINESS

Item 9A)

CONSIDER MOTION TO APPROVE DUPONT AVIATION TO LAND AIRCRAFT ABOVE THE PUBLISHED WEIGHT – BEARING CAPACITY AT THE ANKENY REGIONAL AIRPORT NO MORE THAN TEN TIMES A YEAR

It was moved by Brant Anderson and seconded by Gary Lorenz to approve DuPont Aviation to land aircraft above the published weight no more than ten times a year. VOTE: YEA: ANDERSON, LORENZ, GOCKE, NOVAK, PIGHETTI, WANGSNESS ABSTAIN: GREUBEL

Item 10)

INFORMATIONAL ITEMS - none

Item 11)

REPORTS

Item 11A)

ENGINEERING REPORT

Dustin Leo, Snyder & Associates, received a quote for \$650 to plant grass seed in the soil we received from Casey's to fill in low areas. It will be a dormant seed, put down in the

next 30 days, to be approved by Resolution at the Nov.8 meeting. Chairperson, John Pighetti suggested that Leo check with the City to see if they would prefer mulch put over the soil to prevent run off.

It was moved by Jim Gocke and seconded by Jason Greubel to allow Dustin Leo to proceed with the grass seed process prior to the approval of the Resolution at the November 8th meeting. VOTE: YEA: GOCKE, GREUBEL, ANDERSON, LORENZ, NOVAK, PIGHETTI, WANGSNESS

Leo stated that he would like the Board to consider for future discussion options for our wetland areas and prioritizing projects for the Airport Capital Improvement Program (ACIP). A draft of the ACIP needs to be submitted to the Federal Aviation Administration (FAA) by November 16, 2012. John Pighetti directed the Recording Secretary to send a copy of the latest ACIP datasheets to the Board to review and be ready for discussion at the November 8 meeting.

Item 11B) STAFF REPORT

Tim Moerman, Assistant City Manager, stated that he would like to reactivate the Safety Committee, hoping to set a meeting time in late October. Moerman also stated that a six month wildlife mitigation report should be ready for the November 8 meeting. Moerman has received two requests to replace hangar door motors. Moerman has received a quote for the motors asking the Board to move the process forward.

Jennifer Sease stated that the audit is complete and the report will be available in the next two months.

Item 11C) LEGAL COUNSEL REPORT

Attorney, Amy Beattie stated that she has received the abstract and is working on the Title Opinion

Item 11D) BOARD REPORT

Jim Gocke stated that there is room for sixteen more t-hangars. Gocke would like to have an Engineer's Estimate with a ball park figure so the Board has some idea of the cost of such a project. Jeff Wangsness stated that he wouldn't change the design from the current t-hangars. Gocke stated that he would like to see updates on the gutters and door construction. John Pighetti stated that the hangars need to be placed on the new ACIP datasheets.

Item 11E) CHAIR REPORT

John Pighetti stated that the formal bids for snow removal are due October 12, 2012. John also stated that he has heard from FAA and we are in their 2013 budget for road construction. Pighetti also stated that EXEC 1 hosted a representative from the Department of Natural Resources (DNR) who offered to train EXEC 1 staff on how to oil down eggs during the geese nesting season. The representative also stated that Casey's General Store management would like to participate in getting rid of the geese. The representative stated that the best thing we can do at the airport would be to eliminate the wetlands. Pighetti stated that it might be something to talk to the City about trading ground for the wetland area, or changing what type of vegetation grows there to make it undesirable for geese and wildlife. Dustin Leo stated that Wright Tree Service should be coming out to cut down more trees. Leo stated that this will be an ongoing maintenance cost. Jeff Wangsness stated that the fence line also needs trees and growth removed.

Next Scheduled Meeting Date: November 8, 2012 at 5:00 p.m.

Item 12) ADJOURN

There being no further business, it was moved by Jason Greubel and seconded by Gary Lorenz to adjourn the meeting. VOTE: YEA: GREUBEL, LORENZ, ANDERSON, GOCKE, NOVAK, PIGHETTI, WANGSNESS

The meeting adjourned at 5:59 p.m.

Attest: _____
Jeff Wangsness, Secretary

Signed: _____
John Pighetti, Chairperson

Published in the Des Moines Register on the 19th day of October, 2012.