

## POLK COUNTY AVIATION AUTHORITY ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, March 7, 2013, at the Ankeny Regional Airport, 3737 Convenience Blvd., Ankeny, Iowa. The meeting was called to order at 5:01 P.M.

- Item 1) ROLL CALL – MEMBERS PRESENT:** ANDERSON, NOVAK, PIGHETTI, WANGSNESS  
**MEMBERS ABSENT:** GOCKE, GREUBEL  
Chairperson, John Pighetti called the meeting to order. Present from the City of Ankeny were: Interim Assistant City Manager, Curtis Brown, Jennifer Sease, Finance Director and Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Representing EXEC 1 were JR Boesen 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 Brant Anderson and seconded by Dr. Paul Novak to approve the agenda without amendment. VOTE: YEA: ANDERSON, NOVAK, PIGHETTI, WANGSNESS
- Item 3) AUDIENCE WITH VISITORS**  
William Stiles, Dickinson Law Firm, stated he was representing Sid Six, Champion Crane Service, Inc., E7 hangar tenant. Stiles stated that Mr. Six is aware he is in violation of his lease not having an airworthy aircraft in the hangar. Stiles also stated that Mr. Six is doing whatever he can to have an airworthy aircraft as soon as possible. Stiles asked the Board to cooperate with Mr. Six by giving him an extension in which time he can have his plane completed. Chairperson, John Pighetti stated that he would like Mr. Six to look into his repair options and bring a reasonable end date to the April 4, 2013 meeting. William Stiles stated that Mr. Six will have a reasonable end date for this calendar year prepared for the April meeting. Attorney, Amy Beattie, stated that the lease agreement needs to be formally amended to show the agreed upon termination date, so the deadline is clear to both parties.
- Item 4) PUBLIC HEARING 2013-01**  
**Item 4A) HOLD AND CLOSE PUBLIC HEARING**  
Chairperson Pighetti announced this as the time and place for the public hearing on the FY 2012-2013 revised budget and proposed budget for FY 2013-2014. Notice of this hearing was published in the Des Moines Register on February 22, 2013. There were no written comments received on the proposed budget. Chairperson Pighetti inquired if there was anyone present to be heard for or against said proposed budgets. Hearing none, Chairperson called for a motion to close the public hearing.  
  
It was moved by Dr. Paul Novak and seconded by Jeff Wangsness to close Public Hearing #2013-01. VOTE: YEA: NOVAK, WANGSNESS, ANDERSON, PIGHETTI
- Item 4B) RESOLUTION 2013-04, APPROVAL OF PROPOSED FY 2012-2013 REVISED BUDGET AND THE PROPOSED FY 2013-2014 BUDGET**  
It was moved by Jeff Wangsness and seconded by Dr. Paul Novak to adopt Resolution No. 2013-04. VOTE: YEA: WANGSNESS, NOVAK, ANDERSON, PIGHETTI
- Item 5) FINANCE / BUDGET REPORT**  
Dr. Paul Novak stated that \$9,732.50 was paid to Elder Corporation for snow removal and

\$23,135.50 was paid to Snyder and Associates. 90% of the Snyder and Associates payment will be recovered by a federal grant since it pertains to the PCAA Runway 4/22 lawsuit.

- Item 6) FBO REPORT**
- Item 6A) FUEL REPORT**
- Item 6B) INSPECTION REPORT**
- Item 6C) HANGAR TENANT WAITING LIST REPORT**
- Item 6D) TENANT CONCERNS AND RESPONSE REPORT**

Chairperson, John Pighetti stated that a SAAB 2000 landed at the Ankeny airport carrying the Texas Tech basketball team. Pighetti stated that the pilots were enthusiastic about coming back to the Ankeny airport, but were disappointed there wasn't a place to put the plane in overnight.

- Item 7) CONSENT AGENDA ITEMS**
  - CA-1 APPROVAL OF FEBRUARY 7, 2013 MINUTES**
  - CA-2 CONSIDER MOTION TO APPROVE PAYMENT #12 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE PCAA RUNWAY 4/22 LAWSUIT IN THE AMOUNT OF \$23,135.50.**
  - CA-3 CONSIDER MOTION TO APPROVE PAYMENT #27 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE SE FOUR MILE DR. ROAD RELOCATION IN THE AMOUNT OF \$6,371.41.**
  - CA-4 CONSIDER MOTION TO APPROVE PAYMENT #42 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE RUNWAY 22 LAND ACQUISITION – PRZ & SE FOUR MILE DRIVE ALP UPDATE & EXHIBIT A REVISIONS IN THE AMOUNT OF \$1,946.96.**
  - CA-5 CONSIDER MOTION TO APPROVE PAYMENT #125 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE PLANNING AND ENGINEERING IN THE AMOUNT OF \$1,459.00.**
  - CA-6 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$51,183.46.**
  - CA-7 FEBRUARY 2013 FINANCIAL REPORTS**
  - CA-8 ACCOUNTS RECEIVABLE AGING SUMMARY**
  - CA-9 RECEIVE AND FILE LETTER OF RESIGNATION FROM GARY LORENZ.**

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

It was moved by Dr. Paul Novak and seconded by Brant Anderson to approve consent agenda items CA-1 through CA-9. VOTE: YEA: NOVAK, ANDERSON, PIGHETTI, WANGSNESS

- Item 8) REMOVED CONSENT AGENDA ITEMS - NONE**
- Item 9) OLD BUSINESS: NONE**

- Item 10) NEW BUSINESS**
  - RESOLUTION APPROVING TIE-DOWN LEASE AGREEMENTS WITH BRUCE VANDER POOL AND ROBERT A. SUTTONS.**

Dixie Cox stated that Vander Pool and Suttons inquired about having an assigned tie-down location. Dr. Paul Novak stated it is only fair that they have an assigned spot when they have a signed lease agreement. Chairperson, John Pighetti stated it would be up to Exec 1 to decide how they want to mark the tie-down area and assign spots.

It was moved by Jeff Wangsness and seconded by Brant Anderson to approve tie-down

lease agreements with Bruce Vander Pool and Robert A. Suttons. VOTE: YEA: WANGSNESS, ANDERSON, NOVAK, PIGHETTI

**Item 11) REPORTS**

**Item 11A) ENGINEERING REPORT**

- **ROAD RELOCATION UPDATE**

Dustin Leo stated that the project design is ready to go out for bids in regard to the SE Four Mile Drive Relocation Project. Leo stated that FAA (Federal Aviation Administration) is advising a ninety day bid hold and stated the funding would not be available until the end of July. Leo stated that we need to wait for the bid letting until the end of May. Leo also stated that the t-hangars have been keyed. The next step is to find out how many keys are needed for each hangar and compiling a list of who they will be assigned to.

**Item 11B) STAFF REPORT**

Chairperson, John Pighetti, stated that he would like to congratulate the Interim Assistant City Manager, Curtis Brown. His resignation has been accepted by the City of Ankeny. Brown will be the Director of Economic Development for the City of Urbandale.

**Item 11C) LEGAL COUNSEL REPORT**

Attorney, Amy Beattie, stated that in regard to the road relocation, she needs to let the farm tenants know where their boundaries are. Dustin Leo stated that he would go out and stake the properties showing the boundaries.

**Item 11D) BOARD REPORT-NONE  
CHAIR REPORT**

John Pighetti stated that every attempt to get the north gate functioning properly has been unsuccessful. Pighetti stated that Waldinger Company will be looking at it to see if there is an electrical problem.

**Item 12) ADJOURN**

There being no further business, it was moved by Jeff Wangsness and seconded by Dr. Paul Novak to adjourn the meeting. VOTE: YEA: WANGSNESS, NOVAK, ANDERSON, PIGHETTI

The meeting adjourned at 5:32 p.m.

Attest: \_\_\_\_\_  
Jeff Wangsness, Secretary

Signed: \_\_\_\_\_  
John Pighetti, Chairperson

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