

POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, May 8, 2014, at the Ankeny Regional Airport, 3737 Convenience Blvd., Ankeny, Iowa. The meeting was called to order at 5:02 P.M.

Item 1) **ROLL CALL – MEMBERS PRESENT:** GARDNER, GREUBEL, NOVAK, PIGHETTI, WANGSNESS
MEMBERS ABSENT: ANDERSON, ASHBY
Chairperson, John Pighetti called the meeting to order. Present from the City of Ankeny were: Jennifer Sease, Administrative Services Director; and Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Representing EXEC 1 was Craig Coon. Representing Snyder & Associates was Scott Port. Paul Moritz, Assistant City Manager, arrived at 5:03.

Item 2) **SPECIAL RECOGNITION**
Item 2A) **JIM GOCKE, PCAA BOARD MEMBER REPRESENTING POLK COUNTY FROM 2006-2013**
Chairperson, John Pighetti, presented a plaque to Jim Gocke thanking him for the handprint he left on the future of the PCAA Board. Gocke was instrumental in establishing the relationship the Board now has with Exec 1. Pighetti also stated that Jim Gocke had a way of voicing his opinion in a way that helped you understand a different point of view.

Item 3) **PERFECTING AND APPROVAL OF THE AGENDA WITH AMENDMENT TO ITEM 10B, DISCUSSION AND DIRECTION REGARDING PROPOSAL TO CLEAN SUB DRAINS ALONG RUNWAY.**
It was moved by Jeff Wangsness and seconded by Dr. Paul Novak to approve the agenda with one change to the amendment. It was Item 11B not 10B. VOTE: YEA: WANGSNESS, NOVAK, GARDNER, GREUBEL, PIGHETTI

Item 4) **AUDIENCE WITH VISITORS**
Item 4A) **RELOCATING F84 FROM RAMP TO THE GRASS – MIKE CALLISON, IOWA AVIATION HERITAGE MUSEUM.**
Mike Callison, Iowa Aviation Heritage Museum, stated they would like the Board's support in moving the F-84 static display from the airport's ramp parking area to a permanent location on the grass in front of the museum. Jeff Wangsness stated that the plane should be set high enough to accommodate the size of a standard riding mower. John Pighetti stated he would like them to give their plans to the Engineers at Snyder & Associates to review to make sure code specifications are met. Attorney Amy Beattie stated that a simple ground lease should be drawn up. It was the consensus of the Board to have the museum move forward with the process of moving the F-84.

Dave Vance, representing the Corvette Club of Iowa, was present to answer questions regarding their proposed event on August 16 and 17. Jason Greubel asked where the yellow X was placed at the end of the runway. Vance stated that last year it was placed at the end of the runway in the grass. Greubel asked that Vance makes sure that placement is clear in the documentation given to the Federal Aviation Authority (FAA) for their approval.

Adam Walker, representing the SCCA, Sports Car Club of America, inquired what the process would be to hold an event at the airport, similar to the Corvette Club. John Pighetti stated that Walker would need the permission of the FAA for the use of the airport for a non-aeronautical purpose. Pighetti stated that Walker should make a formal request with a specific date and that Walker would need to discuss this with Exec 1.

Item 5) PUBLIC HEARING – PH 2014-03, PROPOSED FISCAL YEAR 2013-2014 REVISED BUDGET

Chairperson Pighetti announced this as the time and place for the public hearing on the proposed Fiscal Year 2013-2014 Revised Budget. It has been determined the revision to the FY 2013-2014 budget is not required. Notice of this hearing was published in the Des Moines Register on April 25, 2014. There were no written comments received on the proposed budget revisions. Chairperson Pighetti inquired if there was anyone present to be heard for or against said budget revisions.

Jennifer Sease, Administrative Services Director, stated that after setting the Public Hearing she had discussion with Polk County in regard to the Bond Sale Refunding. This transaction would have been an exchange of money with Polk County. Polk County offered to make the changes on their end so there is no need for a revision to the budget. Chairperson called for a motion to close the public hearing.

It was moved by Jason Greubel and seconded by Dr. Paul Novak to close Public Hearing #2014-03. VOTE: YEA: GREUBEL, NOVAK, GARDNER, PIGHETTI, WANGSNESS

Item 6) FINANCE / BUDGET REPORT

Dr. Paul Novak stated the insurance for the new T-hangar was paid and there was \$6,000 paid to Polk County for bond issuance fees.

Item 7) FBO REPORT

Item 7A) FUEL REPORT

Item 7B) INSPECTION REPORT

Item 7C) HANGAR TENANT WAITING LIST REPORT

Item 7D) TENANT CONCERNS AND RESPONSE REPORT

Craig Coon, Exec 1, stated that Jet-A Fuel sales have been good. Ernie Colboth, Iowa Department of Transportation Office of Aviation, took 4 geese in the last month. Coon thanked the City of Ankeny for loaning them a water tank to use in cleaning out the hangars. Coon provided a map highlighting the areas where over grown vegetation is causing the greatest problems. There is one designated wetland area in the center of the airport. Pighetti stated that in the past he has received permission from the DNR to have someone come in to cut down that vegetation in the winter months so not to create ruts. In regard to the fence line where trees are an issue, Amy Beattie stated that last September there was discussion about checking the covenants for adjacent property owners to see whose property the trees are on. The Board directed Snyder & Associates to bring a plan back to the June meeting to take care of the vegetation in the movement areas of the taxiways that were indicated on the map provided.

**Item 8) CONSENT AGENDA ITEMS
CA-1 APPROVAL OF APRIL 10, 2014 MINUTES**

- CA-2 CONSIDER MOTION TO APPROVE PAYMENT #24 TO SNYDER & ASSOCIATES FOR SERVICES THROUGH MARCH 31, 2014 THAT INCLUDE RUNWAY 4/22 LAWSUIT IN THE AMOUNT OF \$734.00.**
- CA-3 CONSIDER MOTION TO APPROVE PAYMENT #3 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE RW22 THRESHOLD RELOCATION AND INSTRUMENT APPROACH DEVELOPMENT IN THE AMOUNT OF \$7,381.90.**
- CA-4 CONSIDER MOTION TO APPROVE PAYMENT #8 IN THE AMOUNT OF \$1,932.68 TO SNYDER & ASSOCIATES FOR SIX-UNIT TEE HANGAR SERVICES THROUGH MARCH 31, 2014.**
- CA-5 CONSIDER MOTION TO APPROVE PAYMENT #4 TO MANATT'S FOR SERVICES THAT INCLUDE SE FOUR MILE DRIVE RELOCATION PROJECT IN THE AMOUNT OF \$121,943.05.**
- CA-6 CONSIDER MOTION TO APPROVE CHANGE ORDER #1, DECREASING CONTRACT AMOUNT BY \$6,423.20 TO MANATT'S FOR SERVICES THAT INCLUDE SE FOUR MILE DRIVE RELOCATION PROJECT.**
- CA-7 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$188,150.53.**
- CA-8 APRIL 2014 FINANCIAL REPORTS**
- CA-9 ACCOUNTS RECEIVABLE AGING SUMMARY**
- CA-10 CONSIDER MOTION TO APPROVE A) CHANGE ORDER #1, \$6,513.00; B) CERTIFICATE OF COMPLETION; C) RESOLUTION 2014-10 ACCEPTING THE PUBLIC IMPROVEMENT WITH JENSEN BUILDERS, LTD; D) PAYMENT #7 IN THE AMOUNT OF \$26,365.35; AND D) RETAINAGE PAYMENT IN THE AMOUNT OF \$16,464.15.**

MOTION TO APPROVE CONSENT AGENDA ITEMS CA-1 TO CA-10.

It was moved by Jason Greubel and seconded by Jeff Wangsness to approve consent agenda items CA-1 through CA-10. VOTE: YEA: GREUBEL, WANGSNESS, GARDNER, NOVAK, PIGHETTI

Item 9) REMOVED CONSENT AGENDA ITEMS: NONE

Item 10) OLD BUSINESS

Item 10A) RESOLUTION 2014-11 APPROVING USE OF DESIGNATED AIRPORT GROUND FOR USE BY THE CORVETTE CLUB.

It was moved by Jeff Wangsness and seconded by Dr. Paul Novak to adopt Resolution No. 2014-11. VOTE: YEA: WANGSNESS, NOVAK, GARDNER, GREUBEL, PIGHETTI

Item 10B) RESOLUTION 2014-12 AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE IOWA DEPARTMENT OF TRANSPORTATION OFFICE OF AVIATION FOR WILDLIFE MANAGEMENT SERVICES.

It was moved by Jason Greubel and seconded by Bill Gardner to adopt Resolution No. 2014-12. VOTE: YEA: GREUBEL, GARDNER, NOVAK, PIGHETTI, WANGSNESS

Item 11) NEW BUSINESS

Item 11A) RESOLUTION 2014-13 AUTHORIZING THE PCAA CHAIRPERSON TO SIGN AND SUBMIT A GRANT APPLICATION FOR POSSIBLE FEDERAL ASSISTANCE IN REGARD TO THE LAND ACQUISITIONS FOR RUNWAY 22 PROTECTION ZONE AND SE FOUR MILE DRIVE RELOCATION.

It was moved by Jeff Wangsness and seconded by Jason Greubel to adopt Resolution No. 2014-13. VOTE: YEA: WANGSNESS, GREUBEL, GARDNER, NOVAK, PIGHETTI

Item 11B) DISCUSSION AND DIRECTION REGARDING PROPOSAL TO CLEAN SUB DRAINS ALONG RUNWAY.

Chairperson, John Pighetti stated that Snyder and Associates had boring samples of the runway taken in the fall of 2013. The results showed water under the concrete. In December of 2013 there was discussion that the probable cost of having Hydro Klean clear out the drains surrounding the runway would be \$15,000.00. Pighetti stated that the cost of having the drains cleaned out was not in this year's budget and Pighetti would like to have some time to locate the drains before having Hydro Klean on site.

It was moved by Jeff Wangsness and seconded by Dr. Paul Novak to have Hydro Klean come to clean out the drains in July, 2014. VOTE: YEA: WANGSNESS, NOVAK, GARDNER, GREUBEL, PIGHETTI

Item 12) REPORTS

Item 12A) ENGINEERING REPORT

Scott Port, Snyder & Associates, stated that there is one damaged panel in the new six unit t-hangar that needs to be repaired. They are waiting on parts. Construction has resumed on the SE Four Mile Drive Project. They have been delayed about a week and a half because of all the rain. Port stated that there was an incident because of the condition of the sidewalks by the maintenance facility. Paul Moritz, Assistant City Manager, stated that he talked to a contractor the City of Ankeny is using to repair sidewalks and this project can be added to that work order.

It was moved by Dr. Paul Novak and seconded by Bill Gardner to have the sidewalks replaced as soon as possible and have a purchase order up to \$8,000.00 for sidewalk replacement on the June 5, 2014 agenda. VOTE: YEA: NOVAK, GARDNER, GREUBEL, PIGHETTI, WANGSNESS

Item 12B) STAFF REPORT:

Paul Moritz, Assistant City Manager, stated that he learned a lot at the Aviation Conference, April 23, 2014. Jennifer Sease, Administrative Services Director, stated that in regard to the Refunding Bonds, she was able to refinance them for 1 and a half to 2 percent with a savings for FY15 of \$51,517.00. Sease expressed her appreciation to Polk County for their assistance. Chairperson, John Pighetti thanked Jennifer for bringing this to the attention of the Board.

Item 12C) LEGAL COUNSEL REPORT - none

Item 12D) BOARD REPORT - none

Item 12E) CHAIR REPORT

John Pighetti stated that he had good conversation at the Aviation Conference and positive feedback from Scott Tener, P.E., FAA Airports Division and Mike Marr, Airport Inspector with the Iowa Department of Transportation. Pighetti stated that the \$110,000.00 which is restricted by Federal release can be used for the t-hangar project if a letter is written to Lynn Martin, Airport Compliance Federal Aviation Administration, for approval prior to spending the money.

Item 13) ADJOURN

There being no further business, it was moved by Jason Greubel and seconded by Jeff Wangsness to adjourn the meeting. VOTE: YEA: GREUBEL, WANGSNESS, GARDNER, NOVAK, PIGHETTI

The meeting adjourned at 6:10 p.m.

Attest: _____
Jeff Wangsness, Secretary

Signed: _____
John Pighetti, Chairperson

Published in the Des Moines Register on the 23rd of May, 2014.