

**POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA**

The Polk County Aviation Authority held a regular meeting on Thursday May 9, 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, GOCKE, GREUBEL, NOVAK, PIGHETTI, WANGSNESS
MEMBERS ABSENT: ASHBY
Chairperson, John Pighetti called the meeting to order. Present from the City of Ankeny were: Jennifer Sease, PCAA Administrator, and Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Representing EXEC 1 were Bob Boesen and Dixie Cox. Representing Snyder & Associates were Jerry Searle and Dustin Leo.

- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITH AMENDMENTS, ADDITION OF ITEM 4E UNDER PUBLIC HEARING, AUTHORIZE PREPARATION AND SUBMITTAL OF A GRANT APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION AND ITEM 10B UNDER NEW BUSINESS, MOTION AUTHORIZING THE CHAIRPERSON TO SIGN THE AIRPORT LAYOUT PLAN AND SUBMIT IT TO THE FAA FOR FINAL APPROVAL.**

Chairperson, John Pighetti, stated that Todd Ashby, will fill the vacant position on the Authority Board, representing the City of Ankeny. Ashby received the Oath of Office during the Special meeting on May 2, 2013.

Chairperson Pighetti thanked the City of Ankeny for their efforts in having the concrete replaced on the circular road around the beacon.

It was moved by Jeff Wangsness and seconded by Brant Anderson to approve the agenda with amendments. VOTE: YEA: WANGSNESS, ANDERSON, GOCKE, GREUBEL, NOVAK, PIGHETTI

- Item 3) AUDIENCE WITH VISITORS - none**

- Item 4) PUBLIC HEARING 2013-02**
Item 4A) HOLD AND CLOSE PUBLIC HEARING

Chairperson Pighetti announced this as the time and place for the public hearing on the matter of the adoption of plans, specifications, form of contract and opinion of probable costs for the construction of certain public improvements described as SE Four Mile Drive Relocation Project. Notice of this hearing was published in the Des Moines Register on April 22, 2013. There were no written comments received on the proposed project. Chairperson Pighetti inquired if there was anyone present to be heard for or against said proposed project. Hearing none, Chairperson called for a motion to close the public hearing.

It was moved by Jeff Wangsness and seconded by Jim Gocke to close Public Hearing #2013-02. VOTE: YEA: WANGSNESS, GOCKE, ANDERSON, GREUBEL, NOVAK, PIGHETTI

- Item 4B) RESOLUTION 2013-09, ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND OPINION OF PROBABLE COST FOR THE SE FOUR MILE DRIVE RELOCATION**

PROJECT (FAA AIP PROJECT NUMBER 3-19-0132-018).

It was moved by Jeff Wangsness and seconded by Brant Anderson to adopt Resolution 2013-09. VOTE: YEA: WANGSNESS, ANDERSON, GOCKE, GREUBEL, NOVAK, PIGHETTI

Item 4C) RECEIVE AND FILE REPORT OF BIDS RECEIVED ON MAY 7, 2013.

Dustin Leo, Snyder & Associates, stated that bids were received from six contractors, with Manatt's submitting low bid in the amount of \$1,283,949.04.

It was moved by Brant Anderson and seconded by Dr. Paul Novak to receive and file the report of bids. VOTE: YEA: ANDERSON, NOVAK, GOCKE, GREUBEL, PIGHETTI, WANGSNESS

Item 4D) RESOLUTION 2013-10 AWARDING CONSTRUCTION CONTRACT FOR SE FOUR MILE DRIVE RELOCATION PROJECT (FAA AIP PROJECT NUMBER 3-19-0132-018).

Dustin Leo confirmed that the resolution includes language that the contract will be awarded contingent on receiving funds from the Federal Aviation Authority for the construction of this project.

It was moved by Jim Gocke and seconded by Jason Greubel to adopt Resolution 2013-10. VOTE: YEA: GOCKE, GREUBEL, ANDERSON, NOVAK, PIGHETTI, WANGSNESS

Item 4E) MOTION TO AUTHORIZE PREPARATION AND SUBMITTAL OF A GRANT APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION IN THE AMOUNT NEEDED FOR THE SE FOUR MILE DRIVE RELOCATION PROJECT.

It was moved by Jim Gocke and seconded by Jeff Wangsness to authorize preparation and submittal of a grant application to the FAA. VOTE: YEA: GOCKE, WANGSNESS, ANDERSON, GREUBEL, NOVAK, PIGHETTI

Item 5) FINANCE / BUDGET REPORT

Dr. Paul Novak stated that the payments were routine expenses. Chairperson, Pighetti stated that our share of the Wildlife Hazard Assessment was included in this report. Pighetti stated that Ernie Colboth, Iowa Department of Transportation Office of Aviation has completed his observations and should be submitting his report in the near future.

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

Dixie Cox, Exec 1, stated that keys for the new locks have been picked up. She received requests from six tenants for additional keys. The Board ruled that each tenant received two keys at no cost, unless they lost their key or if they fail to return it when they leave. Any other keys requested by any tenant will have to be purchased by the tenant for \$15 per key by contacting Exec 1. Cox stated that there was an additional charge received from Strauss Security Solutions in the amount of \$702 for a push plate. It was the consensus of the Board that the Authority would be responsible for this bill.

Item 7) CONSENT AGENDA ITEMS

- CA-1 APPROVAL OF APRIL 4, 2013 MINUTES
 CA-2 CONSIDER MOTION TO APPROVE PAYMENT #126 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE PLANNING AND ENGINEERING IN THE AMOUNT OF \$966.00.
 CA-3 CONSIDER MOTION TO APPROVE PAYMENT #14 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE PCAA RUNWAY 4/22 LAWSUIT IN THE AMOUNT OF \$3,193.50.
 CA-4 CONSIDER MOTION TO APPROVE PAYMENT #44 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 \$617.01.
 CA-5 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$20,275.35.
 CA-6 APRIL 2013 FINANCIAL REPORTS
 CA-7 ACCOUNTS RECEIVABLE AGING SUMMARY
 CA-8 RESCHEDULE PCAA BOARD MEETING FROM JULY 4, 2013 TO JULY 11, 2013.

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

It was moved by Jim Gocke and seconded by Brant Anderson to approve consent agenda items CA-1 through CA-8. VOTE: YEA: GOCKE, ANDERSON, GREUBEL, NOVAK, PIGHETTI, WANGSNESS

Item 8) **REMOVED CONSENT AGENDA ITEMS: none**

Item 9) **OLD BUSINESS: none**

Item 10) **NEW BUSINESS**

Item 10A) **MOTION TO APPROVE THE EXECUTION OF THE RELEASE OF AIRPORT PROPERTY**

Attorney, Amy Beattie, stated that 1.67 acres of federally obligated land is being released by the Federal Aviation Administration (FAA) since it is clearly shown that such property is no longer needed to directly support an airport purpose or activity. The ground should be sold for a fair market value.

It was moved by Jeff Wangsness and seconded by Jason Greubel to approve the execution of the Release of Airport Property. VOTE: YEA: WANGSNESS, GREUBEL, ANDERSON, GOCKE, NOVAK, PIGHETTI

Item 10B) **MOTION AUTHORIZING THE CHAIRPERSON TO SIGN THE AIRPORT LAYOUT PLAN AND SUBMIT IT TO THE FAA FOR FINAL APPROVAL.**

It was moved by Jim Gocke and seconded by Brant Anderson to authorize the signing of the Airport Layout Plan and submit it to the FAA for approval. VOTE: YEA: GOCKE, ANDERSON, GREUBEL, NOVAK, PIGHETTI, WANGSNESS

Item 11) **REPORTS**

Item 11A) **ENGINEERING REPORT**

- REIL REPLACEMENT
- FILL MATERIAL PONDING
- AWOS REPLACEMENT

Dixie Cox left at 5:30.

Dustin Leo, Snyder & Associates, stated that the parts for the REIL replacement have shipped, with replacement expected in the next week or two. Leo stated that the fill dirt that was donated by Casey's General Store Corporation to fill in the low areas is causing water to pond. Leo stated that one corner needs to have some work done so that the water can drain. It was the consensus of the board to contact Casey's and ask them to have it taken care of. Leo stated that the AWOS was replaced a couple of weeks ago. The new equipment is bigger and bulkier and has a different type of lens that needs to be cleaned every other month.

Item 11B) STAFF REPORT

Jennifer Sease, PCAA Administrator, stated that she followed up on the Hangar Condition Assessment and had Septagon give her a quote on what it will cost to have all the cables and other items needing repair taken care of. The price for the project would be \$14,850.00, including the parts and labor. It was the consensus of the Board to proceed with these repairs. MidAmerican Energy stated they are not receiving power usage report for some lights at the airport. John Pighetti asked to have someone from Exec 1 inspect the lights to insure they are all functioning.

Item 11C) LEGAL COUNSEL REPORT: none

Item 11D) BOARD REPORT : none

Item 11E) CHAIR REPORT: none

Item 12) REQUEST FOR EXECUTIVE SESSION

It was moved by Brant Anderson and seconded by Jeff Wangsness to go into Executive Session, pursuant to the provisions of Iowa Code Chapter 21.5 (1)(C) "To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation." VOTE: YEA: ANDERSON, WANGSNESS, GOCKE, GREUBEL, NOVAK, PIGHETTI

Council went into Executive Session at 5:45 p.m.

Council reconvened to regular session at 6:07 p.m.

Item 13) ADJOURN

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

The meeting adjourned at 6:08 p.m.

Attest: _____
Jeff Wangsness, Secretary

Signed: _____
John Pighetti, Chairperson

Published in the Des Moines Register on the 24th day of May, 2013.