

**POLK COUNTY AVIATION AUTHORITY  
ANKENY, IOWA**

The Polk County Aviation Authority held a regular meeting on Thursday, June 6, 2013, 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, GOCKE, GREUBEL, NOVAK, WANGSNESS  
**MEMBERS ABSENT:** PIGHETTI  
Acting Chairperson, Jeff Wangsness called the meeting to order. Present from the City of Ankeny were: Janet Binder, PCAA Accountant and Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Representing EXEC 1 were J.R. Boesen and Dixie Cox.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITH AMENDMENT, ADDITION UNDER NEW BUSINESS OF ITEM 9D, RESOLUTION APPROVING USE OF DESIGNATED AIRPORT GROUND FOR USE BY THE WILLIS AUTO GROUP.**  
It was moved by Jim Gocke and seconded by Brant Anderson to approve the agenda with amendment. VOTE: YEA: GOCKE, ANDERSON, ASHBY, GREUBEL, NOVAK, WANGSNESS
- Item 3) AUDIENCE WITH VISITORS – none**
- Item 4) FINANCE / BUDGET REPORT**  
Dustin Leo arrived at 5:03.  
Dr. Paul Novak, Treasurer, stated that \$343,403.75 was paid to Polk County Auditor's Office for Capital Loan Notes Principal and Interest paid.
- 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**  
Jerry Searle arrived at 5:04.  
Dixie Cox stated that she had two new leases signed which will be on the July 11, 2013 agenda for approval.
- Item 6) CONSENT AGENDA ITEMS**  
**CA-1 APPROVAL OF MAY 2, 2013 SPECIAL MEETING MINUTES**  
**CA-2 APPROVAL OF MAY 9, 2013 MINUTES**  
**CA-3 CONSIDER MOTION TO APPROVE PAYMENT #15 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE PCAA RUNWAY 4/22 LAWSUIT IN THE AMOUNT OF \$6,873.50.**  
**CA-4 CONSIDER MOTION TO APPROVE PAYMENT #45 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 \$628.05.**  
**CA-5 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$377,781.11.**  
**CA-6 MAY 2013 FINANCIAL REPORTS**  
**CA-7 ACCOUNTS RECEIVABLE AGING SUMMARY**  
**MOTION TO APPROVE CONSENT AGENDA ITEMS CA-1 TO CA-7.**

It was moved by Jason Greubel and seconded by Dr. Paul Novak to approve consent agenda items CA-1 through CA-7. VOTE: YEA: GREUBEL, NOVAK, ANDERSON, ASHBY, GOCKE, WANGSNESS

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

**Item 8) OLD BUSINESS:**

Janet Binder, PCAA Accountant, stated that MidAmerican Energy has reported the last two months that there is no energy use for the lights on the poles marking the location of the utility poles. Jeff Wangsness asked that Janet Binder verify with MidAmerican that the meter is working properly. J.R. Boesen stated that someone would be sent out there to confirm whether the lights are functioning. J.R. also stated that if they are not functioning he will have a Notem (notice to airmen regarding potential hazards) issued for the pilots until they are fixed. Jim Gocke directed Janet to contact Baker Electric if those lights are in need of repair since that is the company that installed them.

**Item 9) NEW BUSINESS**

**Item 9A) RESOLUTION 2013-11 APPROVING THE RENEWAL OF TIE-DOWN LEASE AGREEMENTS WITH BRUCE VANDER POOL AND ROBERT SUTTON**

Acting Chairperson, Jeff Wangsness, stated that he would like to see the tie-down lease agreements issued for a year at a time. If someone wants a shorter lease, we can deal with those requests as they arise. Originally, these tie-down agreements were for three months. These tenants were hoping to be able to do business again at Morning Star Field Airport, however that establishment is closing.

It was moved by Brant Anderson and seconded by Todd Ashby to approve Resolution 2013-11, the renewal of tie-down lease agreements with Bruce Vander Pool and Robert Sutton. VOTE: YEA: ANDERSON, ASHBY, GOCKE, GREUBEL, NOVAK, WANGSNESS

**Item 9B) RESOLUTION 2013-12 APPROVING USE OF DESIGNATED AIRPORT GROUND FOR USE BY THE CORVETTE CLUB**

After much discussion by the Board, it was decided to approve the resolution which states that approval is contingent upon receiving the approval by the Federal Aviation Agency (FAA) and receiving a certificate of liability insurance. The Board also added a clause to the resolution stating that there will be included an operation plan of responsibility, detailing who is responsible for what, along with the contact names and phone numbers.

It was moved by Jim Gocke and seconded by Dr. Paul Novak to approve Resolution 2013-12 approving use of designated airport ground for use by the Corvette Club, with amendment. VOTE: YEA: GOCKE, NOVAK, ANDERSON, ASHBY, GREUBEL, WANGSNESS

**Item 9C) APPROVE BY MOTION ASSIGNMENT OF LAND LICENSE AGREEMENT**

Attorney, Amy Beattie, stated that she has been working with Exec 1 for the last six months to revise all of the lease agreements, hoping to have something to present to the Board soon. Beattie stated the Land License Agreement refers to the Aviation Museum. Exec 1 was not able to come across a formal agreement that they had with the Museum.

It was moved by Jason Greubel and seconded by Brant Anderson to approve assignment of Land License Agreement. VOTE: YEA: GREUBEL, ANDERSON, ASHBY, GOCKE, NOVAK, WANGSNESS

**Item 9D) RESOLUTION 2013-13 APPROVING USE OF DESIGNATED AIRPORT GROUND FOR USE BY THE WILLIS AUTO GROUP**

After much discussion by the Board, it was decided to approve the resolution which states that approval is contingent upon receiving the approval by the Federal Aviation Agency (FAA) and receiving a certificate of liability insurance. The Board also added a clause to this resolution stating that there will be included an operation plan of responsibility, detailing who is responsible for what, along with the contact names and phone numbers.

It was moved by Jim Gocke and seconded by Jason Greubel to approve Resolution 2013-13 approving use of designated airport ground for use by Willis Auto Group, with amendment. VOTE: YEA: GOCKE, GREUBEL, ANDERSON, ASHBY, NOVAK, WANGSNESS

**Item 10) REPORTS**

**Item 10A) ENGINEERING REPORT**

Dustin Leo stated that REIL lights (runway end identifier lights), have been installed.

**Item 10B) STAFF REPORT - none**

**Item 10C) LEGAL COUNSEL REPORT**

Attorney, Amy Beattie, stated that she is ready for the Johnson condemnation litigation case to go to trial. It will be a jury trial, mid-July. Beattie stated she will get the trial information to the Board, so anyone who would like to, can attend.

**Item 10D) BOARD REPORT- none**

**Item 10E) CHAIR REPORT**

Acting Chairperson, Jeff Wangsness, stated that the ponding of the water where Casey's placed the soil may be caused by the condition of the sidewalks around the maintenance building.

**Item 11) ADJOURN**

There being no further business, it was moved by Jim Gocke and seconded by Todd Ashby to adjourn the meeting. VOTE: YEA: GOCKE, ASHBY, ANDERSON, GREUBEL, NOVAK, WANGSNESS

The meeting adjourned at 5:45 p.m.

Attest: \_\_\_\_\_  
Dr. Paul Novak, Treasurer

Signed: \_\_\_\_\_  
Jeff Wangsness, Secretary

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