

POLK COUNTY AVIATION AUTHORITY  
ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, January 5, 2017, 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, BARBER, GARDNER, NILLES, NOVAK, WANGSNESS  
**MEMBERS ABSENT:** NONE  
Chairperson, Jeff Wangsness, called the meeting to order. Present from the City of Ankeny were Assistant City Manager, Paul Moritz; Jennifer Sease, Administrative Services Director and Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Representing Snyder & Associates was Scott Port. No one was present from EXEC 1. Representing McClure Engineering were Jay Pudenz and Wade Harris.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITH AMENDMENT, ADDITION OF ITEM 9F AND AN ADDITION TO THE EXECUTIVE SESSION.**  
It was moved by Todd Ashby and seconded by Brant Anderson to approve the agenda with amendment. VOTE: YEA: ASHBY, ANDERSON, BARBER, GARDNER, NILLES, NOVAK, WANGSNESS
- Item 3) AUDIENCE WITH VISITORS**  
Ernie Colboth, Iowa Department of Transportation Office of Aviation, stated he will continue his work at the airport and surrounding businesses to help control the troublesome wildlife population he has witnessed at the airport such as deer, coyotes, raptures and many more.
- Item 4) FINANCE / BUDGET REPORT**  
Jennifer Sease stated a payment of \$772.00 to LMC Insurance was made as a correction to the property insurance. The new hangar had not been added to the property list. Jennifer Sease gave an overview of the Audit Report, a copy of which was given to each Board member.
- 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**  
No report given.
- Item 6) CONSENT AGENDA ITEMS**  
**CA-1 APPROVAL OF DECEMBER 8, 2016 MINUTES.**  
**CA-2 CONSIDER MOTION TO APPROVE PAYMENT #163 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE GENERAL ENGINEERING THROUGH NOVEMBER 30, 2016 IN THE AMOUNT OF \$3,293.94.**  
**CA-3 CONSIDER MOTION TO APPROVE PAYMENT #18 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE RUNWAY 18/36 AND TAXIWAY LIGHTING IMPROVEMENTS, IN THE AMOUNT OF \$427.28.**  
**CA-4 CONSIDER MOTION TO APPROVE PAYMENT #2 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE THE SOUTH APRON GRADING AND PAVING PHASE 1, IN THE AMOUNT OF \$10,105.40.**

- CA-5 CONSIDER MOTION TO APPROVE PAYMENT #2 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE THE 2017 RAMP REHAB PROJECT, IN THE AMOUNT OF \$4,453.00.**
- CA-6 CONSIDER MOTION TO APPROVE PAYMENT #7 TO KIMREY ELECTRIC FOR CONSTRUCTION SERVICES ON THE RUNWAY 18/36 AND TAXIWAY LIGHTING IMPROVEMENTS PROJECT, IN THE AMOUNT OF \$21,442.05.**
- CA-7 CONSIDER MOTION TO APPROVE PAYMENT #1 TO KIMREY ELECTRIC FOR CONSTRUCTION SERVICES ON THE REPLACE RUNWAY 18/36 PAPI, IN THE AMOUNT OF \$41,800.00.**
- CA-8 CONSIDER MOTION TO APPROVE CHANGE ORDER NO. 5 WITH KIMREY ELECTRIC FOR REMOVAL OF REGULATOR AND ADDITION OF BREAKER AND PANEL ON THE RUNWAY 18/36 AND TAXIWAY LIGHTING IMPROVEMENTS PROJECT IN THE AMOUNT OF \$5,650.00.**
- CA-9 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$88,009.91.**
- CA-10 DECEMBER 2016 FINANCIAL REPORTS**
- CA-11 ACCOUNTS RECEIVABLE AGING SUMMARY**
- CA-12 RECEIVE AND FILE FY 2016 ANNUAL FINANCIAL AUDIT REPORT**

**MOTION TO APPROVE CONSENT AGENDA ITEMS CA-1 TO CA-12.**

It was moved by Bill Gardner and seconded by Jake Nilles to approve consent agenda items CA-1 through CA-12. VOTE: YEA: GARDNER, NILLES, ANDERSON, ASHBY, BARBER, NOVAK, WANGSNESS

- Item 7) REMOVED CONSENT AGENDA ITEMS: NONE**
- Item 8) OLD BUSINESS**
- Item 8A) MOTION APPROVING ADJUSTMENT TO FARM LEASE RATES FOR 2017, FROM \$250 PER ACRE TO \$240 PER ACRE.**  
It was moved by Dr. Paul Novak and seconded by Brant Anderson to approve adjustment to Farm Lease Rates for 2017. VOTE: YEA: NOVAK, ANDERSON, ASHBY, BARBER, GARDNER, NILLES, WANGSNESS
- Item 8B) WILDLIFE EXCLUSION FENCE DESIGN – MCCLURE ENGINEERING UPDATE.**  
Jay Pudenz and Wade Harris gave an overview of the fence and gate layout referring to a diagram. A copy of the diagram and progress report was given to each Board member.
- Item 9) NEW BUSINESS**
- Item 9A) RESOLUTION 2016-39, APPROVING A REIMBURSEMENT AGREEMENT WITH KNAPP-ELWELL, LC. (DEFERRED FROM THE DECEMBER 8, 2016 AGENDA.)**  
Paul Moritz stated this agreement has not been signed. There will be further discussion in the closed session.
- Item 9B) RESOLUTION 2017-01, AUTHORIZING THE EXECUTION OF A FARM LEASE WITH I-80, INC.**  
It was moved by Bill Gardner and seconded by Jake Nilles to approve Resolution 2017-01, authorizing the execution of a farm lease with I-80, Inc. VOTE: GARDNER, NILLES, ANDERSON, ASHBY, BARBER, NOVAK, WANGSNESS
- Item 9C) RESOLUTION 2017-02, AUTHORIZING THE EXECUTION OF A FARM LEASE WITH DENNIS MILLER.**

John Barber asked Amy Beattie if the following two resolutions could be approved together. Beattie stated the lease agreements are the same form with the different price that the Board already agreed to, allowing approval of the following two resolutions with one motion.

**Item 9D) RESOLUTION 2017-03, AUTHORIZING THE EXECUTION OF A FARM LEASE WITH JOHNSON BROS. OF ANKENY, LTD.**

It was moved by Todd Ashby and seconded by John Barber to approve Resolution 2017-02 and 2017-03, authorizing the execution of a farm lease with Dennis Miller and Johnson Bros. of Ankeny, Ltd. VOTE: ASHBY, BARBER, ANDERSON, GARDNER, NILLES, NOVAK, WANGSNESS

**Item 9E) RESOLUTION 2017-04, AUTHORIZING THE EXECUTION OF A FARM LEASE WITH JEFFREY WANGSNESS.**

It was moved by Todd Ashby and seconded by Bill Gardner to approve Resolution 2017-04, authorizing the execution of a farm lease with Jeffrey Wangsness. VOTE: YEA: ASHBY, GARDNER, ANDERSON, BARBER, NILLES, NOVAK ABSTAIN: WANGSNESS

**Item 9F) RESOLUTION 2017-05, AUTHORIZING THE EXECUTION OF A LAND LEASE WITH JOHN G. JENSEN.**

Attorney, Amy Beattie, stated Mr. Jensen has an alfalfa field along with an area that he plants wild flowers and approximately ten bee hives. Mr. Jensen does not pay rent. Jensen mows the alfalfa down and trains members of the Easter Seal Camp to help care for the bee hives.

It was moved by Dr. Paul Novak and seconded by Bill Gardner to approve Resolution 2017-05, authorizing the execution of a land lease with John G. Jensen. VOTE: YEA: NOVAK, GARDNER, ANDERSON, ASHBY, BARBER, NILLES, WANGSNESS

**Item 10) REPORTS**

**Item 10A) ENGINEERING REPORT**

**a. PROJECT SCHEDULE: SOUTH APRON GRADING AND PAVING – PHASE 1 PROJECT**

Scott Port stated preliminary plans for both the South Apron Grading and Paving along with the Ramp Rehabilitation Project have been submitted to the IDOT and the City of Ankeny. Port stated setting the hearing and letting date for February 28<sup>th</sup> at City Hall will be on the February 9, 2017 agenda

**b. SE CONVENIENCE BLVD. / SOUTH ACCESS – R.I.S.E. APPLICATION**

Scott Port stated instead of two parcels of land, there is the option for one large parcel of land and rerouting Convenience Blvd.

**Item 10B) STAFF REPORT**

**a. SIDEWALK SNOW REMOVAL FOR NEW PARCEL 39.**

Paul Moritz stated we needed to line someone up to shovel the sidewalk along the LGI property we purchased. Moritz received a quote from a sidewalk contractor the City uses for \$60 a snowfall, no matter how deep the snow is.

**b. UPDATE ON TREE REMOVALS FOR RUNWAY 22.**

Paul Moritz stated there is a 40 inch in diameter walnut tree on the Johnson property. Mr. Johnson would like to be compensated for the value of the tree and have it removed by the end of February. After much discussion, it was the consensus of the Board to see what the cost would be to leave the tree, removing the top 10-20 feet

- Item 10C) LEGAL COUNSEL REPORT - NONE
- Item 10D) BOARD REPORT - NONE
- Item 10E) CHAIR REPORT - NONE

Item 11) **REQUEST FOR EXECUTIVE SESSION**  
**CONSIDER MOTION TO GO INTO EXECUTIVE SESSION, PURSUANT TO 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.**

**"AND IOWA CODE 21.5(1)(J) TO DISCUSS THE PURCHASE OF PARTICULAR REAL ESTATE ONLY WHERE PREMATURE DISCLOSURE COULD BE REASONABLY EXPECTED TO INCREASE THE PRICE THE GOVERNMENTAL BODY WOULD HAVE TO PAY FOR THAT PROPERTY. THE MINUTES AND THE TAPE RECORDING OF A SESSION CLOSED UNDER THIS PARAGRAPH SHALL BE AVAILABLE FOR PUBLIC EXAMINATION WHEN THE TRANSACTION DISCUSSED IS COMPLETED.**

**(FOLLOWING ADJOURNMENT OF THE EXECUTIVE SESSION, THE BOARD MAY TAKE ACTION ON ANY MATTER DISCUSSED DURING THAT EXECUTIVE SESSION.)**

Council went into Executive Session at 5:50 p.m.  
Council reconvened to regular session at 6:50 p.m.

Item 9A) **RESOLUTION 2016-39, APPROVING A REIMBURSEMENT AGREEMENT WITH KNAPP-ELWELL, LC. (DEFERRED FROM THE DECEMBER 8, 2016 AGENDA.)**  
After much discussion, it was the consensus of the Board to approve the agreement with the removal of the ten year reimbursement clause.  
It was moved by Todd Ashby and seconded by Brant Anderson to approve Resolution 2016-39, approving a Reimbursement Agreement with Knapp- Elwell, LC with the removal of the ten year reimbursement clause. VOTE: ASHBY, ANDERSON, BARBER, GARDNER, NILLES, NOVAK, WANGSNESS

Item 12) **ADJOURN**  
There being no further business, it was moved by Dr. Paul Novak and seconded by Todd Ashby to adjourn the meeting. VOTE: YEA: NOVAK, ASHBY, ANDERSON, BARBER, GARDNER, NILLES, WANGSNESS

The meeting adjourned at 6:55 p.m.

Attest: \_\_\_\_\_  
Todd Ashby, Secretary

Signed: \_\_\_\_\_  
Jeff Wangsness, Chairperson

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