

Minutes of the
POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, May 10, 2018, 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, GARDNER, NILLES, NOVAK
MEMBERS ABSENT: ASHBY, BARBER, WANGSNESS
Acting Chairperson, Dr. Paul Novak, called the meeting to order. Present from the City of Ankeny were Airport Board Manager, Paul Moritz; Jennifer Sease, Administrative Services Director and Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Dan Stull was present from EXEC 1. Representing McClure Engineering was Jay Pudenz.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITHOUT AMENDMENT.**
It was moved by Brant Anderson and seconded by Bill Gardner to approve the agenda without amendment. VOTE: YEA: ANDERSON, GARDNER, NILLES, NOVAK
- Item 3) AUDIENCE WITH VISITORS - None**
- Item 4) FBO REPORT**
Item 4A) Fuel Report
Item 4B) Inspection Report
Item 4C) Hangar tenant waiting list report
Item 4D) Tenant concerns and response report
Dan Stull, reported they are waiting for a new motherboard for the north gate. Jay Pudenz stated the motherboard was part of the fence project and it is not functioning and will be replaced.
- Item 5) FINANCE / BUDGET REPORT**
Dr. Paul Novak reported \$34,000 was spent on snow removal this winter. One-half of this expense was for applied chemicals. Novak reported \$1,700.00 was paid to Impact 7G for the asbestos inspection at the Clark property.
- Item 6) CONSENT AGENDA ITEMS**
CA-1 Approval of April 5, 2018 minutes.
CA-2 Consider motion to approve payment #5 to McClure Engineering Co., for services that include General On-Call Engineering Services through 3/31/18 in the amount of \$4,190.00.
CA-3 Consider motion to approve payment #5 to McClure Engineering Co., for services that include Reconstruct Taxiways A/C North, Rehab Taxiways B, C, T-hangar Taxi lanes Project in the amount of \$16,333.00.
CA-4 Consider motion to approve payment #5 to McClure Engineering Co., for services that include Drainage Channel Improvements / Terminal Building Drainage Improvements Project in the amount of \$2,120.00.
CA-5 Consider motion to approve payment #9 to McClure Engineering Co., for services that include Construction Admin and Observation Services for the Wildlife Exclusion Fence Project in the amount of \$3,305.39.
CA-6 Approval of Bills and Transfer of Necessary Funds, \$42,285.15.

CA-7 May 2018 Financial Reports
CA-8 Accounts Receivable Aging Summary
Motion to approve consent agenda items CA-1 to CA-8

It was moved by Bill Gardner and seconded by Brant Anderson to approve consent agenda items CA-1 through CA-8. VOTE: YEA: GARDNER, ANDERSON, NILLES, NOVAK

Item 7) REMOVED CONSENT AGENDA ITEMS: NONE

Item 8) OLD BUSINESS: NONE

Item 8A) Approval of Oldsmobile Club Special Event Permit application for May 19, 2018.

It was moved by Bill Gardner and seconded by Brant Anderson to approve the application for the Oldsmobile Club Special Event on May 19, 2018. VOTE: YEA: GARDNER, ANDERSON, NILLES, NOVAK

Item 8B) Approval of Corvette Club Special Event Permit application for August 18 – 19, 2018.

It was moved by Brant Anderson and seconded by Jake Nilles to approve the application for the Corvette Club Special Event on August 18-19, 2018, contingent on FAA approval. VOTE: YEA: ANDERSON, NILLES, GARDNER, NOVAK

Item 8C) Resolution 2018-15, authorizing the execution of a land lease agreement with Dean Sukowatey, Allenergy Aircraft, LLC for the purpose of leasing certain public property for construction of a hangar. (Deferred from the March 8, 2018 agenda.)

Attorney, Amy Beattie, stated the red line copy of the lease was delivered to Dean Sukowaey following the April 5, 2018 PCAA meeting. Beattie stated she has not received a reply from Sukowaey to date.

It was moved by Bill Gardner and seconded by Jake Nilles to defer Resolution 2018-15 to the June 7, 2018 meeting. VOTE: YEA: GARDNER, NILLES, ANDERSON, NOVAK

Item 9) NEW BUSINESS

Item 9A) Resolution 2018-22, authorizing the Chairperson of the Board to sign the agreement to include the airport property within the Amended 1989 Ankeny Economic Development Urban Renewal Area.

It was moved by Brant Anderson and seconded by Bill Gardner to approve Resolution 2018-22, authorizing the Chairperson of the Board to sign the agreement to include the airport property within the Amended 1989 Ankeny Economic Development Urban Renewal Area. VOTE: YEA: ANDERSON, GARDNER,, NILLES, NOVAK

Item 9B) Discussion: SE Convenience Boulevard – Easement Plats and Plat of Survey.

Paul Moritz stated the property the airport has for sale has a Plat of Survey. A Final Plat will be applied once the property has been sold and the final property lines can be determined. Attorney, Amy Beattie, stated once the road has been completed, the property will be reappraised to establish the fair market value. Moritz stated the road should be completed by November, 2018.

Item 10) REPORTS

Item 10A) Engineering Report

a. Wildlife Exclusion Fence Project.

Jay Pudenz, McClure Engineering, reported the seeding around the perimeter of the fence has been completed. Jay stated there are a couple of items left on the punch list, one being, a decision on the entrance gate.

b. Reconstruct Taxiways and Taxi Lanes Project.

Jay Pudenz, McClure Engineering, reported the bid letting for the Taxiway and Taxi Lanes Project is May 22. Jay stated we may get better bids if there are more options for the project start date.

c. Drainage Channel Improvements Project.

Jay Pudenz, McClure Engineering, reported the bid letting for the Drainage Channel Improvements Project is May 22. Jay stated in regard to design of the Phase One Utilities and Access Project, it should be completed by the end of June.

d. SE Convenience Boulevard Extension Project – Schedule and Proceedings.

Paul Moritz stated this is officially a City of Ankeny project. The City has scheduled the bid date for May 30 with an award date of June 4, pending DOT approval. Paul stated this project is tracking about \$130,000 over budget because of some platting issues and sub base stone that is required by the DOT which was not anticipated. We are also adding a cul-de-sac on the airport property, which has changed the fence line.

Item 10B) STAFF REPORT

a. Asbestos Investigation – Clark Property Dwellings.

Paul Moritz reported the asbestos inspection was completed on April 3, 2018. Moritz stated it was confirmed that asbestos is present in 12 out of 53 samples taken from the house and bunk house. It was the consensus of the Board to direct Moritz to schedule a company to remove the asbestos as soon as possible. Once the asbestos is removed, the fire department can proceed with their training on the property and ultimately burn down the house and bunk house so the debris can be hauled away. Once the debris is cleared, we will rent out the barn as a storage area.

b. Schedule for Beacon Pole Painting.

Moritz stated there is nothing new to report on the schedule for the Beacon Pole Painting.

c. Brochure for Des Moines Partnership D. C. Trip.

Paul Moritz placed on the tables the brochure that McClure Engineering prepared to represent the Ankeny Regional Airport at the Des Moines Partnership D.C. Trip.

Item 10C) LEGAL COUNSEL REPORT: NONE

Item 10D) BOARD REPORT: NONE

Item 10E) CHAIR REPORT:

Paul Novak stated he would like to attend the Four State Airport Conference in Kansas City being held August 28-30.

Item 11) ADJOURN

There being no further business, it was moved by Bill Gardner and seconded by Brant Anderson to adjourn the meeting. VOTE: YEA: GARDNER, ANDERSON, NILLES, NOVAK

The meeting adjourned at 5:40 p.m.

Attest: _____ Signed: _____
Margaret Waldschmitt, Acting Secretary Dr. Paul Novak, Acting Chairperson

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