

Minutes of the
POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, June 7, 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:** ASHBY, GARDNER, NOVAK, WANGSNESS
MEMBERS ABSENT: ANDERSON, BARBER, NILLES
Chairperson, Jeff Wangsness, 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 were Andy Maysent and Jay Pudenz. Representing Snyder & Associates was Mark Land.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITHOUT AMENDMENT.**
It was moved by Todd Ashby and seconded by Dr. Paul Novak to approve the agenda without amendment. VOTE: YEA: ASHBY, NOVAK, GARDNER, WANGSNESS
- Item 3) AUDIENCE WITH VISITORS - None**
- Item 4) PUBLIC HEARING – PH #2018-03
Drainage Channel and Terminal Building Drainage Improvements Project**
- Item 4A) Hold and close public hearing**
Chairperson Jeff Wangsness announced this is the time and place for a public hearing on the adoption of plans, specifications, form of contract and opinion of probable costs for the construction of certain public improvements described as: Drainage Channel and Terminal Building Drainage Improvements Project. Notice of this hearing was published in the Des Moines Register on May 21, 2018. There were no written comments received on the proposed project. Chairperson Wangsness inquired if there was anyone present to be heard for or against said proposed project.
- Paul Moritz stated the engineer's estimate base bid was \$149,283.80. Added to the base bid were Bid Alternate No. 1, remove and replace concrete stairs at \$10,000 and Bid Alternate No. 2, extend 60LF RCP Pipe, fill in the channel at \$9,540.00, for a total of \$168,823.80. Successful bidder was RW Excavating Solutions, Prairie City, Iowa at \$165,673.80. A total of four bids were received and filed. Hearing no one against said project, Chairperson Wangsness called for a motion to close the public hearing.
- It was moved by Dr. Paul Novak and seconded by Bill Gardner to close Public Hearing #2018-03. VOTE: YEA: NOVAK, GARDNER, ASHBY, WANGSNESS
- Item 4B) Receive and file Report of Bids received on May 24, 2018.**
It was moved by Todd Ashby and seconded by Bill Gardner to receive and file the report of bids received on May 24, 2018. VOTE: YEA: ASHBY, GARDNER, NOVAK, WANGSNESS

Item 4C) Resolution 2018-23, making award of construction contract for the Drainage Channel and Terminal Building Drainage Improvements Project at the Ankeny Regional Airport.

It was moved by Dr. Paul Novak and seconded by Todd Ashby to approve Resolution 2018-23, awarding construction contract to RW Excavating Solutions, Prairie City, Iowa, for \$165,673.80 for the Drainage Channel and Terminal Building Drainage Improvements Project. VOTE: YEA: NOVAK, ASHBY, GARDNER, WANGSNESS

**Item 5) PUBLIC HEARING – PH #2018-04
“Reconstruct Taxiways A & C North / Rehab Taxiways B, C & T-Hangar Taxi lanes” Project**

Item 5A) Hold and close public hearing

Chairperson Jeff Wangsness announced this is the time and place for a public hearing on the adoption of plans, specifications, form of contract and opinion of probable costs for the construction of certain public improvements described as: “Reconstruct Taxiways A & C North / Rehab Taxiways B, C & T-Hangar Taxi lanes” Project. Notice of this hearing was published in the Des Moines Register on May 21, 2018. There were no written comments received on the proposed project. Chairperson Wangsness inquired if there was anyone present to be heard for or against said proposed project.

Paul Moritz stated the engineer’s estimate base bid was \$1,138,506.00. Moritz stated this bid had a total of 7 alternates / additions as well. Andy Maysent, McClure Engineering, stated the additions to the base bid were Bid Alternate 1B, recycled concrete aggregate base course at \$72,210.00, Bid Alternate 2A, 12” subbase course at \$70,430.00 and Addition 1A, temporary taxi lane (HMA Pavement) at \$42,558.00 for a total of \$1,323,704.00. Successful bidder was RW Excavating Solutions, Prairie City, Iowa at \$1,412,933.05. A total of three bids were received and filed. Hearing no one against said project, Chairperson Wangsness called for a motion to close the public hearing.

It was moved by Dr. Paul Novak and seconded by Bill Gardner to close Public Hearing #2018-03. VOTE: YEA: NOVAK, GARDNER, ASHBY, WANGSNESS

Item 5B) Receive and file Report of Bids received on May 24, 2018.

It was moved by Dr. Paul Novak and seconded by Todd Ashby to receive and file the report of bids received on May 24, 2018. VOTE: YEA: NOVAK, ASHBY, GARDNER, WANGSNESS

Item 5C) Resolution 2018-24, making award of construction contract for the “Reconstruct Taxiways A & C North / Rehab Taxiways B, C & T-Hangar Taxi lanes” Project.

It was moved by Dr. Paul Novak and seconded by Bill Gardner to approve Resolution 2018-24, awarding construction contract to Con-Struct, Incorporated of Marshalltown, Iowa, for \$1,412,933.05 for the “Reconstruct Taxiways A & C North / Rehab Taxiways B, C & T-Hangar Taxi lanes” Project. VOTE: YEA: NOVAK, GARDNER, ASHBY, WANGSNESS

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

Dan Stull reported they have been replacing many LED lights on the south end of the taxiway. Stull said there is an underground problem with the lights. Stull also stated the new culvert has been collecting a lot of debris and getting clogged.

Item 7) FINANCE / BUDGET REPORT

Dr. Paul Novak reported \$368,831.25 was paid toward the Capital Loan Note. \$125,005.10 was paid to Minturn regarding the Wildlife Fence Project. Novak stated we own the AWOS and need to have it added to our insurance policy.

Item 8) CONSENT AGENDA ITEMS

CA-1 Approval of May 10, 2018 minutes.

CA-2 Consider motion to approve payment #6 to McClure Engineering Co., for services that include General On-Call Engineering Services through 04/28/18 in the amount of \$3,095.00.

CA-3 Consider motion to approve payment #6 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 \$10,025.50.

CA-4 Consider motion to approve payment #6 to McClure Engineering Co., for services that include Drainage Channel Improvements / Terminal Building Drainage Improvements Project in the amount of \$2,715.00.

CA-5 Consider motion to approve payment #11 to McClure Engineering Co., for services that include Construction Admin and Observation Services for the Wildlife Exclusion Fence Project in the amount of \$2,123.25.

CA-6 Consider motion to approve payment #1 to McClure Engineering Co., for services that include South Apron Access Road and Utilities – Phase 1 (Design/Bidding Services) in the amount of \$7,230.00.

CA-7 Consider motion to approve payment #7 to Minturn, Inc., for services on the Wildlife Exclusion Fence Project, in the amount of \$125,005.10.

CA-8 Approval of Bills and Transfer of Necessary Funds, \$564,633.30.

CA-9 June 2018 Financial Reports

CA-10 Accounts Receivable Aging Summary

Motion to approve consent agenda items CA-1 to CA-10

It was moved by Bill Gardner and seconded by Todd Ashby to approve consent agenda items CA-1 through CA-10. VOTE: YEA: GARDNER, ASHBY, NOVAK, WANGSNESS

Item 9) REMOVED CONSENT AGENDA ITEMS: NONE

Item 10) OLD BUSINESS: NONE

Item 10A) 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 May 10, 2018 agenda.)

Paul Moritz stated a revised base agreement has been received from Dean Sukowatey, Allenergy Aircraft, LLC. Moritz stated there are three items that need to be addressed by the Board. The requested hangar size is 215' by 82'. The current hangar pad can only accommodate a 62' hangar. The Board will need to see if Casey's General Store would agree to an easement agreement to accommodate the larger hangar size. If Casey's will agree to the easement agreement, it was the consensus of the Board to allow the larger hangar size. Moritz stated Sukowatey stated the lease payment will not begin until the utilities have been extended to the building and the access road project is completed. It was the consensus of the Board to accommodate this request. Regarding water and sewer services, Sukowatey asked that the utilities be brought from the mains to the building wall,

requiring that the PCAA will accept the responsibility of said construction of the mains and the maintenance going forward. It was the consensus of the Board that this item is non-negotiable, stating it is standard practice for the occupant to bring the utilities to their building and maintain them.

It was moved by Todd Ashby and seconded by Bill Gardner to defer Resolution 2018-15 to the July 5, 2018 meeting. VOTE: YEA: ASHBY, GARDNER, NOVAK, WANGSNESS

Item 11) NEW BUSINESS

Item 11A) Resolution 2018- 25, approving the Award of the construction contract for the SE Convenience Boulevard Extension Project by the City of Ankeny.

Paul Moritz, stated the engineer's estimate base bid was \$1,570,760.00. Successful bidder was Concrete Technologies, Inc., Grimes, IA at \$798,880.00. A total of nine bids were received and filed. Moritz stated at the June 18th City Council meeting, it will be recommended that the Mayor sign the CTI contracts, after receiving approval from the PCAA Board tonight.

It was moved by Bill Gardner and seconded by Dr. Paul Novak to approve Resolution 2018-25, approving the award of the construction contract for the SE Convenience Boulevard Extension Project by the City of Ankeny. VOTE: YEA: GARDNER, NOVAK, ASHBY, WANGSNESS

Item 11B) Resolution 2018- 26, approving the easement documents and plat of survey for the SE Convenience Boulevard Extension Project.

Paul Moritz stated this is a final plat for Knapp Elwell property, which is south of the airport property. There are four different easements, Gas Main, Public Roadway and Utilities Easement, Public Utility Easement and Storm Sewer Easement, which will be part of the airport property, where the street is going to be. Moritz stated there is a Plat of Survey, establishing the 16.06 acres of land the Authority owns. Once the ground is sold, there will be a final plat.

It was moved by Bill Gardner and seconded by Dr. Paul Novak to approve Resolution 2018-26, approving the easement documents and plat of survey for the SE Convenience Boulevard Extension Project. VOTE: YEA: GARDNER, NOVAK, ASHBY, WANGSNESS

Item 11C) Resolution 2018-27, authorizing the execution of Supplemental Agreement No. 1 to Task Order No. 1 with McClure Engineering for the "Reconstruct Taxiways A & C North / Rehab Taxiways B, C & T-Hangar Taxilanes" Project.

Andy Maysent stated the FAA was consulted and the FAA approved extending the original project 400 feet to the south, so the hangar tenants would only be inconvenienced one time by a closed taxiway.

It was moved by Todd Ashby and seconded by Bill Gardner to approve Resolution 2018-27, authorizing the execution of Supplemental Agreement No. 1 to Task Order No. 1 with McClure Engineering for the "Reconstruct Taxiways A & C North / Rehab Taxiways B, C & T-Hangar Taxilanes" Project. VOTE: YEA: ASHBY, GARDNER, NOVAK, WANGSNESS

Item 11D) Resolution 2018-28, authorizing the application to the FAA for funding assistance for the "Reconstruct Taxiways A & C North / Rehab Taxiways B, C & T-Hangar Taxilanes" Project (AIP Grant No. 3-19-0132-024).

It was moved by Todd Ashby and seconded by Bill Gardner to approve Resolution 2018-28, authorizing the application to the FAA for funding assistance for the "Reconstruct Taxiways A & C North / Rehab Taxiways B, C & T-Hangar Taxilanes" Project (AIP Grant No. 3-19-0132-024). VOTE: YEA: ASHBY, GARDNER, NOVAK, WANGSNESS

Item 12) REPORTS

Item 12A) Engineering Report

a. Wildlife Exclusion Fence Project – Change Order.

Andy Maysent, McClure Engineering, reported there will be a change order on the July 5th agenda regarding the Wildlife Exclusion Fence Project. It was estimated that there would be 8 acres of ground that would need to be seeded with grass. Andy stated there were actually 13 acres of ground that was seeded. Andy stated the final acceptance will also be on the July 5th agenda. Paul Moritz asked about getting locks for the gates. Jay Pudenz stated he would take care of getting combination locks along with cable ties to attach the lock to the fence.

b. Reconstruct Taxiways and Taxi Lanes Project.

Covered under Public Hearing 2018-04.

c. Drainage Channel Improvements Project.

Covered under Public Hearing 2018-03.

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

Covered under Item 11B.

e. Phase 1 Access Road and Utilities Project

Andy Maysent stated the latest start date for the Phase 1 Access Road and Utilities Project is July 30th. Paul Moritz stated there needs to be a lift station installed that the PCAA will need to maintain.

Item 12B) STAFF REPORT

a. Asbestos Investigation – Clark Property Dwellings.

Paul Moritz reported he will send out request for bids to asbestos removal contractors and have approval on the July 5th agenda.

b. Schedule for Beacon Pole Painting.

Moritz stated he received a call today that the pole will be painted on Monday, June 11, 2018.

c. Fire Department Foam Trailer

Moritz stated the City of Ankeny will occupy Fire Station No. 3 by September. Moritz stated the Fire Chief would like to move the foam trailer from the garage at the airport to Fire Station #2. This would open up the garage for rental and the Authority will no longer need to pay to heat the garage in the winter.

d. Rezoning of 16 Acres – SE Convenience Boulevard Extension

Paul Moritz stated a requirement of the Iowa DOT – RISE grant for the SE Convenience Boulevard Extension project is that the benefitted property must be developed at least partially with RISE eligible businesses. So the 16 acres should be rezoned into a RISE compatible land use by the time the street project is completed. The current zoning of the property is U-1 (Conservative and Public Utility District). The 16.06 acres needs to be rezoned prior to selling it for an industrial or commercial use. Moritz recommended an M-1 Light Industrial designation with certain restrictions. Amy Beattie stated covenants regarding construction details, etc., can be drawn up to insure an acceptable business is allowed to purchase the property.

Paul Moritz stated Mayor Gary Lorenz would like someone from the PCAA Board to present to the Ankeny City Council all the development that is taking place at the Ankeny Regional Airport. Jeff Wangsness and Todd Ashby agreed that this is something the PCAA Board should do for all the entities that are part of the Authority.

Item 12C) LEGAL COUNSEL REPORT: NONE

Item 12D) BOARD REPORT:

Todd Ashby stated he attended a meeting with the FAA as part of the PCAA representatives during the Greater Des Moines Partnership trip in Washington D. C. He reported the FAA likes what we are doing at the Ankeny Regional Airport.

Item 12E) CHAIR REPORT: NONE

Item 13) 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, GARDNER, WANGSNESS

The meeting adjourned at 6:23 p.m.

Attest: _____ Signed: _____
Todd Ashby, Secretary Jeff Wangsness, Chairperson

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