

Minutes of the
POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA

The Polk County Aviation Authority (PCAA) held a regular meeting on Thursday, July 11, 2019, 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:** BILL GARDNER, DAVE GARRISON, JAKE NILLES, DR. PAUL NOVAK, JEFF WANGSNESS
MEMBERS ABSENT: TODD ASHBY, JOHN BARBER
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; 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 Nilles and seconded by Novak to approve the agenda without amendment. VOTE: YEA: NILLES, NOVAK, GARDNER, GARRISON, WANGSNESS
- 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, EXEC 1, stated six of the new LED hangar lights that were installed in January, 2016, have gone out. Stull stated there is a new generation of lights that he needs to purchase to replace the lights.
- Item 5) FINANCE / BUDGET REPORT**
Novak stated the final payment to JDA Construction Company for the barn demolition on the Clark property was made today for \$5,750.00.
- Item 6) CONSENT AGENDA ITEMS**
CA-1 Approval of June 6, 2019 minutes.
CA-2 Consider motion to approve payment #15, expenses to the City of Ankeny, for services for the SE Convenience Blvd. Extension Project, RISE, in the amount of \$5,228.23.
CA-3 Consider motion to approve payment #16 to McClure Engineering Co., for services that include General On-Call Engineering Services in the amount of \$1,085.00.
CA-4 Consider motion to approve Payment #11 to McClure Engineering Co., for construction administration services on the Drainage Channel Improvements / Terminal Building Drainage Improvements Project in the amount of \$1,141.25.
CA-5 Consider motion to approve Payment #7 to McClure Engineering Co., for construction administration services on the Reconstruct Taxiways A & C North, Rehab Taxiways B, C and T-hangar Taxilanes project in the amount of \$4,562.12.

- CA-6 Consider motion to approve Payment #7 to McClure Engineering Co., for design and bidding services on the Rehabilitate Runway 18/36 project in the amount of \$3,597.00.**
- CA-7 Consider motion to approve Payment #10 to McClure Engineering Co., for construction administration services on the South Apron Access Road and Utilities – Phase 1 in the amount of \$4,291.25.**
- CA-8 Consider motion to approve Payment #2 (Final), to JDA Construction Company for Site Demolition and Disposal – 2108 SE Oralabor Road project, in the amount of \$5,750.00.**
- CA-9 Consider motion to approve Change Order #4 to RW Excavating Solutions Inc. in the amount of \$8,485.90 for field-measured quantities on the Drainage Channel Improvements Project.**
- CA-10 Consider motion to approve Payment #3 to RW Excavating Solutions Inc. for construction services on the Drainage Channel Improvements Project in the amount of \$45,883.56.**
- CA-11 Consider motion to approve Payment #3 to Sternquist Construction for construction services on the Taxiway D Apron Access Road & Utilities – Phase 1 Project in the amount of \$162,339.66.**
- CA-12 Approval of Bills and Transfer of Necessary Funds, \$47,666.62.**
- CA-11 June 2019 Financial Reports**
- CA-13 July 2019 Financial Reports**
- CA-14 Accounts Receivable Aging Summary**
- Motion to approve consent agenda items CA-1 to CA-14.**

It was moved by Gardner and seconded by Nilles to approve consent agenda items CA-1 through CA-14. VOTE: YEA: GARDNER, NILLES, GARRISON, NOVAK, WANGSNESS

Item 7) REMOVED CONSENT AGENDA ITEMS: NONE

Item 8) OLD BUSINESS: NONE

Item 9) NEW BUSINESS

Item 9A) Discussion and direction regarding the possibility of providing funds for the clearing of the Expo grounds in regard to the Central Iowa Airshow.

Paul Moritz reported that at the June meeting, Joel Wilson, Director of the Ottumwa Airshow, asked the PCAA Board for financial help to clear the Expo grounds. Wilson was asked by the chairperson to submit a formal bid for the Board to consider. Wilson replied that would be too late. Mike Callison stated they will take care of clearing the Expo grounds.

Item 9B) Resolution 2019-18, approving a lease agreement early termination date of June 30, 2019 for Ryan Story, hangar D-07. Approving lease agreement for Byron Rees and David Rees for hangar D-07 with an effective date of July 1, 2019 and termination date of December 31, 2019.

It was moved by Novak and seconded by Nilles to adopt Resolution 2019-18, approving a lease agreement early termination date of June 30, 2019 for Ryan Story, hangar D-07. Approving lease agreement for Byron Rees and David Rees for hangar D-07 with an effective date of July 1, 2019 and termination date of December 31, 2019. VOTE: YEA: NOVAK, NILLES, GARDNER, GARRISON, WANGSNESS

Item 9C) Discussion regarding commercial use of the proposed Clikia / All Energy Corporation Hangar.

Paul Moritz stated the City of Ankeny, Communications Director, read a press release stating Clikia Corporation/All Energy Corporation plans to have a satellite charter business and perhaps an aircraft maintenance operation housed within an Ankeny Airport hangar. Moritz reached out to Dean Sukowatey who responded by saying, "We simply would be storing one or two of our planes to or from a trip." Attorney, Amy Beattie, stated as required by the FAA, the PCAA has minimum standards for aeronautical activities, which covers operators performing commercial operations on the airport. Beattie will be sending a letter to Dean Sukowatey reminding him of the minimum standards and the fact that he will need the Boards approval before he will be able to provide any service from his hangar.

Item 9D) Resolution 2019 – 19, accepting the FAA Grant Agreement for the Rehabilitate Runway 18/36 Project, AIP Grant No. 3-19-0132-026-2019.

It was moved by Novak and seconded by Gardner to adopt Resolution 2019-19, accepting the FAA Grant Agreement for the Rehabilitate Runway 18/36 Project, AIP Grant No. 3-19-0132-026-2019. VOTE: YEA: NOVAK, GARDNER, GARRISON, NILLES, WANGSNESS

Item 9E) Resolution 2019-20, authorizing the execution of an agreement with CMT Company for providing material quality control services needed for the construction of the "Rehabilitate Runway 18/36" Project.

It was moved by Garrison and seconded by Novak to adopt Resolution 2019-20, authorizing the execution of an agreement with CMT Company for providing material quality control services needed for the construction of the "Rehabilitate Runway 18/36" Project. VOTE: YEA: GARRISON, NOVAK, GARDNER, NILLES, WANGSNESS

Item 9F) Motion to Approve Request for Additional Warranty on the Wildlife Exclusion Fence Automatic Gates - Minturn Incorporated.

It was moved by Nilles and seconded by Bill Gardner to approve sending a letter to Minturn Incorporated and their bonding company requesting additional warranty on the Wildlife Exclusion Fence Automatic Gates. VOTE: YEA: NILLES, GARDNER, GARRISON, NOVAK, WANGSNESS

Item 10) REPORTS

Item 10A) Engineering Report

a. Drainage Improvements Project – Construction.

Jay Pudenz, McClure Engineering, reported the grass was seeded outside the seeding window. 5% retainage has been held until the grass grows.

b. South Apron Paving / Utilities Project – Construction.

Pudenz reported July 15 was the expected completion date. This project is running behind schedule. Pudenz stated he his giving them some leeway.

c. Reconstruct Taxiways A & C North – Construction.

Pudenz stated the contractor is aware that Alpha runway needs to be completed for the airshow on August 23rd if at all possible. Pudenz stated a plan b should be considered as a precautionary measure.

d. Rehabilitate Runway 18/36 – Bidding/Construction.

Pudenz reported this project will begin following Labor Day.

e. SE Convenience Blvd. Extension Project – Restoration.

Pudenz reported this project is at the point of being completed.

Jay Pudenz left at 5:30 p.m.

f. FAA Grant Submittal – Clark Property Acquisition and Demolition.

Paul Moritz stated the grant application was resubmitted with corrected numbers.

Item 10B) Staff Report

a. Correspondence with Casey's: Groundwater Contamination on Taxiway D Project.

Paul Moritz stated he received a check for \$21,252.00 reimbursement for the additional expense on the utilities project due to the underground contamination from Casey's.

b. Casey's Fiber Optic Easement.

Moritz reported that he has heard nothing more regarding a legal description for Casey's Fiber Optic easement.

c. PCAA Web Site – Hosting Services.

Jennifer Sease stated the web site was moved to Go Daddy.

d. Clark Property Demolition Project.

Moritz stated the final payment for \$5,750.00 to JDA Construction Company is on tonight's agenda.

e. Taxiway C pavement failure due to heat expansion.

Moritz reported there was a huge expansion failure on Taxiway C. Moritz was able to add this to the Reconstruct Taxiways Project.

10C) LEGAL COUNSEL REPORT: NONE

10D) BOARD REPORT: NONE

10E) CHAIR REPORT:

Jeff Wangsness inquired about drone regulations. Paul Moritz stated if a drone is to be flown within 5 miles of the airport, they need permission and state how high they will be flying. Wangsness stated the weeds along the fence are dead inside of the fence, but not on the outside of the fence. Moritz stated, the weeds should be treated on both sides of the fence. Wangsness asked who owned the mini Winnebago and trailer, asking that it be moved to a more appropriate location. Mike Callison stated it belongs to him and he will move it.

Item 11) ADJOURN

There being no further business, it was moved by Dr. Paul Novak and seconded by Bill Gardner to adjourn the meeting. VOTE: YEA: NOVAK, GARDNER, GARRISON, NILLES, WANGSNESS

The meeting adjourned at 5:50 p.m.

Attest: _____ Signed: _____
Dr. Paul Novak, Treasurer Jeff Wangsness, Chairperson

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