

Minutes of the  
POLK COUNTY AVIATION AUTHORITY  
ANKENY, IOWA

The Polk County Aviation Authority (PCAA) held a regular meeting on Thursday, August 6, 2020. Chairman, Wangsness, called the meeting to order at 5:00 PM.

**Item 1) Due to Covid-19 Pandemic Board Members** – Todd Ashby, Bill Gardner, Dave Garrison, Greg Johnson, Jake Nilles and Dr. Paul Novak along with EXEC 1 - Dan Stull; and McClure Engineering, Andy Maysent, joined the meeting via conference call. Chairman, Jeff Wangsness; Airport Board Manager, Paul Moritz; Administrative Services Director, Jennifer Sease; City Attorney, Amy Beattie and PCAA Recording Secretary, Margaret Waldschmitt were also present.

**Item 2) Perfecting and Approval of the Agenda without amendment.**

It was moved by Nilles and seconded by Ashby to approve the agenda without amendment. VOTE: YEA: NILLES, ASHBY, GARDNER, GARRISON, JOHNSON, NOVAK, WANGSNESS.

**Item 3) Audience with Visitors**

Jake Nilles, virtually, introduced Joe Miller, who will be sworn in at the September 10, 2020 meeting as the new representative for Bondurant.

**Item 4) FBO Report**

- A. Fuel Report
- B. Inspection Report
- C. Hangar tenant waiting list report
- D. Tenant concerns and response report

Stull reported American Fence replaced a safety loop board on the gate and it has been trouble free since.

**Item 5) Finance / Budget Report**

Novak reported payments were made for mowing, wildlife mitigation, along with closing out two projects. Regarding the Aging Summary, Sease stated the Casey's invoice will be paid. Wangsness reported he asked Dean Sukowatey, AllEnergy Corporation, to submit to the Board a letter sharing his projected timeline moving forward with his hangar.

**Item 6) Consent Agenda Items**

CA-1 Approval of July 9, 2020 minutes.

CA-2 Consider motion to approve payment #29 to McClure Engineering Co., for services that include General On-Call Engineering Services in the amount of \$3,180.00.

CA-3 Consider motion to approve payment #8 to McClure Engineering Co., for services that include Taxiway D Access Rd & Utilities – Phase 2 in the amount of \$1,780.00.

CA-4 Approval of Bills and Transfer of Necessary Funds, \$84,861.69.

CA-5 August 2020 Financial Reports

CA-6 Accounts Receivable Aging Summary

It was moved by Gardner and seconded by Novak to approve consent agenda items CA-1 through CA-6. VOTE: YEA: GARDNER, NOVAK, ASHBY, GARRISON, JOHNSON, NILLES, WANGSNESS

**Item 7) Removed Consent Agenda Items: None**

**Item 8) Old Business: None**

**Item 9) New Business**

**A. Consider motion to approve the following instruments to facilitate the acceptance of the Reconstruct Taxiways A & C North and Rehab Taxiways B, C & T-Hangar Taxilanes project, FAA AIP 3-19-0132-024.**

- a. Engineer's Statement of Completion.
- b. Resolution 2020-25, accepting the public improvements with Con-Struct, Inc. in the final contract amount of \$1,411,005.50.
- c. Change Order No. 2, reducing the contract amount by -\$9,175.55 to reflect final as-built conditions.
- d. Payment #6, (Final – Retainage Release) authorizing payment to Con-Struct, Inc. in the amount of \$41,410.00 thirty days after project acceptance.

It was moved by Nilles and seconded by Gardner to approve all listed instruments to facilitate the acceptance of the Reconstruct Taxiways A & C North and Rehab Taxiways B, C & T-Hangar Taxilanes Project. VOTE: YEA: NILLES, GARDNER, ASHBY, GARRISON, JOHNSON, NOVAK, WANGSNESS

**B. Consider motion to approve the following instruments to facilitate the acceptance of the Rehabilitate Runway 18/36 project, FAA AIP 3-19-0132-026.**

- a. Engineer's Statement of Completion.
- b. Resolution 2020-26, accepting the public improvements with Fahrner Asphalt Sealers, LLC. in the final contract amount of \$506,448.61.
- c. Payment #2, (Final – Retainage Release) authorizing payment to Fahrner Asphalt Sealers, LLC. in the amount of \$25,322.43 thirty days after project acceptance.

It was moved by Ashby and seconded by Novak to approve all listed instruments to facilitate the acceptance of the Rehabilitate Runway 18/36 Project. VOTE: YEA: ASHBY, NOVAK, GARDNER, GARRISON, JOHNSON, NILLES, WANGSNESS

**C. 2020 Emergency Airfield Pavement Repair Project.**

- a. **Scope and Plans.**
- b. **Iowa Dot Grant Application – Immediate Safety Enhancement Program.**
- c. **Bid Tabulation**
- d. **Agreement – Immediate Safety Enhancement Program.**

Moritz reported pavement blowouts at two separate locations. The total project cost was \$23,114.00. The DOT funded \$10,000.00 for this emergency repair.

**D. Motion to proceed / delay the Taxiway D Access Road and Utilities (Phase 2-4) Project without DOT funding.**

Moritz reported that earlier this spring the Board applied for an Iowa DOT grant for partial funding for Taxiway D (Phases 2-4) project. This project was bid on March 31, 2020, with construction scheduled to run from August through November, 2020, since the DOT grants are awarded in July. Per DOT rules the airport can't incur project costs ahead of the award of funds. Unfortunately, due to lack of aircraft fuel sales, we did not receive the Iowa DOT grant for this project.

Engineer's Estimate for this project was \$824,856.00. Sandstone was the low bid at \$626,654.00. Anticipated Iowa DOT funding was \$281,994.000. After much discussion the Board decided to go ahead and move forward with this project.

It was moved by Ashby and seconded by Gardner to accept the bid from Sandstone for \$626,654.00 regarding Taxiway D (Phases 2-4) Project. VOTE: YEA: ASHBY, GARDNER, GARRISON, JOHNSON, NILLES, NOVAK, WANGSNESS

**Item 10) Reports**

- A. Engineering Report
  - a. Taxiway D Access Road Relocation Project (Phases 2-4).  
Discussion under New Business Item 9D.
  - b. Main Terminal Bi-Fold Door Replacement.  
Moritz reported that the Board was awarded \$75,000.00 of DOT funding for the \$130,075.00 Bi-Fold Door Replacement Project. Jensen Builders was low builder.
- B. Staff Report
  - a. Rezoning of 16-Acre Parcel – 8/17 City Council Public Hearing.  
Moritz stated the City of Ankeny had the Rezoning Public Hearing on Monday, August 3, 2020.
  - b. Rezoning for Taxiway D Phase 1 Private Hangar – 8/3 City Council Public Hearing.  
Moritz stated the City of Ankeny will hold the Rezoning Public Hearing on Monday, August 17, 2020.
  - c. SE Convenience Blvd. Extension Project – RISE Grant Closeout.  
Moritz stated Snyder and Associates has had a lot of follow up work in regard to RISE documentation and site stabilization prior to closing out this project. Snyder and Associates will submit Amendment No. 2 in the amount of \$6,900.00.
  - d. Proposal from Cutting Edge Outdoors - Mowing of North Properties.  
Moritz reported that Cutting Edge is contracted to mow the airport fence perimeter for \$1,080.00. For an additional \$210.00 per month, Cutting Edge will mow the Clark farm property along with the LGI area.  
It was moved by Ashby and seconded by Novak to approve the Cutting Edge contract for all properties listed. VOTE: YEA: ASHBY, NOVAK, GARDNER, GARRISON, JOHNSON, NILLES, WANGSNESS
  - e. Automatic Gate 3 Detector Loop.  
Discussion under FBO Report.
  - f. PCAA Master Agreement Renewal – Finance Committee.  
Wangsness stated an airport progress report will be prepared to update our member municipalities.
- C. Legal Counsel Report - None
- D. Board Report  
Jake Nilles stated he enjoyed his time on the airport board. Greg Johnson inquired about projected airport plans. Moritz stated he will email out the 5 year plan to the new board members.
- E. Chair Report - None

**Item 11) Adjourn**

There being no further business, the meeting adjourned at 5:40 p.m.

Attest: \_\_\_\_\_  
Margaret Waldschmitt, Recording Secretary

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

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