

Minutes of the
POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA

The Polk County Aviation Authority (PCAA) held a regular meeting on Thursday, September 5, 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:** TODD ASHBY, BILL GARDNER, DAVE GARRISON, JAKE NILLES, DR. PAUL NOVAK, JEFF WANGSNESS
MEMBERS ABSENT: 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 Andy Maysent and Jay Pudenz.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITHOUT AMENDMENT.**
It was moved by Novak and seconded by Gardner to approve the agenda without amendment. VOTE: YEA: NOVAK, GARDNER, ASHBY, GARRISON, NILLES, WANGSNESS
- Item 3) AUDIENCE WITH VISITORS**
Item 3A) Central Iowa Air Show – Report and Recap
John Barber arrived at 5:02 p.m.
Audrey Keck reported the airshow was a great success. There were parking issues that will need to be ironed out if the airshow returns to Ankeny next year.
Joel Wilson arrived at 5:04 p.m.
Wilson reported there were 9,500 people in attendance over the three day period. Wilson stated it was difficult to have an accurate attendance report since there were so many weekend passes sold. Michelle Cheek, Realty Professionals, sponsored a VIP tent and was very pleased with the event and the visibility it provided for her business. Novak stated he felt the Radio Control pilots added a lot to the event.
Dean Sukowatey, AllEnergy, stated he met with his engineer and is planning to construct a hangar slightly over 17,000 sq. ft. Jerry Searle stated he will be working with Sukowatey. Searle stated he is preparing the site plan with construction to begin in the spring of 2020.
- 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, reported that fuel sales were up. Wangsness asked if the airshow impacted the rise in fuel sales. Stull stated the rise in jet fuel was due to military helicopters and charter flights. Stull reported that he has one pallet of deicer on hand and would like one ordered. When a winter event happens, it takes an entire pallet for a thorough application of the airport. Stull would like approval of the lease rates on the October agenda so the renewals can be sent out and returned in a timely manner. Following up on the estimated impact the runway closure is having on the FBO business and the request made by the FBO to excuse three months' rent to offset their expense, Wangsness stated the Authority is investing in improvements for the airport and maintenance is an ongoing

part of any business. It was the consensus of the Board that any expense incurred or income lost for the FBO during the runway closure is the cost of doing business. Moritz stated every effort was made to minimize the length of time the runway was closed. Gardner stated the temporary taxiway, supplied at the expense of the Authority, lessened the inconvenience for the tenants.

Item 5) FINANCE / BUDGET REPORT

Novak reported Con-Struct was paid \$236,052.20 for the Taxiway Rehab and Reconstruction Project. FAA and DOT grants are pending.

Item 6) CONSENT AGENDA ITEMS

CA-1 Approval of August 8, 2019 minutes.

CA-2 Consider motion to approve payment #18 to McClure Engineering Co., for services that include General On-Call Engineering Services in the amount of \$960.00.

CA-3 Consider motion to approve Payment #2 to Con-Struct, Inc., for construction services on the Reconstruct Taxiways A & C North, Rehab Taxiways B, C and T-hangar Taxilanes project in the amount of \$236,052.20.

CA-4 Consider motion to approve Payment #9 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 \$26,466.85.

CA-5 Consider motion to approve Payment #1 to McClure Engineering Co., for construction administration / observation services on the Rehabilitate Runway 18/36 in the amount of \$7,395.43.

CA-6 Consider motion to approve Payment #12 to McClure Engineering Co., for construction administration services on the South Apron Access Road and Utilities – Phase 1 in the amount of \$7,518.78.

CA-7 Consider motion to approve payment #16, expenses to the City of Ankeny, for services for the SE Convenience Blvd. Extension Project, RISE, in the amount of \$12,569.22.

CA-8 Approval of Bills and Transfer of Necessary Funds, \$341,649.94.

CA-9 September 2019 Financial Reports

CA-10 Accounts Receivable Aging Summary

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

It was moved by Gardner and seconded by Novak to approve consent agenda items CA-1 through CA-10. VOTE: YEA: GARDNER, NOVAK, ASHBY, BARBER, GARRISON, NILLES, WANGSNESS

Item 7) REMOVED CONSENT AGENDA ITEMS: NONE

Item 8) OLD BUSINESS

Item 8A) Approval of Ankeny Area Chamber Casino Night Special Event Permit application for September 28, 2019.

It was moved by Novak and seconded by Barber to approve the Ankeny Area Chamber Casino Night Special Event Permit for September 28, 2019. VOTE: YEA: NOVAK, BARBER, ASHBY, GARDNER, GARRISON, NILLES, WANGSNESS

Item 9) NEW BUSINESS

- Item 9A) Consider motion to approve Change Order #1 to Con-Struct, Inc. in the amount of \$7,248.00 to install a geogrid to stabilize the soil on the Reconstruct Taxiways A & C North, Rehab Taxiways B, C and T-hangar Taxilanes project.**
Maysent stated installing the geogrid was the most cost effective way to stabilize the soil. The FAA will fund 90% of the cost.
It was moved by Barber and seconded by Ashby to approve Change Order #1 to Con-Struct, Inc. in the amount of \$7,248.00 to install a geogrid to stabilize the soil on the Reconstruct Taxiways A & C North, Rehab Taxiways B, C and T-hangar Taxilanes project.
VOTE: YEA: BARBER, ASHBY, GARDNER, GARRISON, NILLES, NOVAK, WANGSNESS
- Item 9B) Resolution 2019-21, approving a Fiber Optic Cable Easement with Aureon to allow for the extension of a fiber optic cable across airport property for Casey's General Stores.**
Moritz reported that Aureon, installing fiber optic cable for Casey's General Store, plans to install the cable this fall and will be responsible to maintain it. If the airport needs it moved in the future, Aureon will be required to move the cable. Barber stated this easement needs to be recorded with One Call to make sure it can be located.
It was moved by Ashby and seconded by Gardner to approve Resolution 2019-21, approving a Fiber Optic Cable Easement with Aureon to allow for the extension of a fiber optic cable across airport property for Casey's General Stores.
- Item 9C) Motion to approve Change Order #3 to Sternquist Construction in the amount of \$8,088.85, for the installation of conduits, fittings and associated improvements to facilitate the extension of electric service by MidAmerican Energy on the South Access Road and Utilities – Phase 1 project.**
Moritz stated this Change Order will allow MidAmerican Energy to supply electric service to the South Access Road.
It was moved by Gardner and seconded by Nilles to approve Change Order #3 to Sternquist Construction in the amount of \$8,088.85 for the installation of conduits, fittings and associated improvements to facilitate the extension of electric service by MidAmerican Energy on the South Access Road and Utilities – Phase 1 project.
- Item 9D) Motion to approve an agreement and payment to MidAmerican Energy in the amount of \$11,198.98 to facilitate the installation of a 2" gas main to provide gas service on the South Access Road and Utilities – Phase 1 Project.**
Moritz stated this agreement will allow MidAmerican Energy to supply gas service to the South Access Road.
It was moved by Gardner and seconded by Nilles to approve an agreement and payment to MidAmerican Energy in the amount of \$11,198.98 to facilitate the installation of a 2" gas main to provide gas service on the South Access Road and Utilities – Phase 1 Project.
- Item 9E) Motion to approve payment in the amount of \$5,700.00 to Dave's Dozing for construction of the South Access into the Central Iowa Air Show.**
Moritz reported receiving three quotes with Dave's Dozing was low bidder.
It was moved by Ashby and seconded by Barber to approve payment in the amount of \$5,700.00 to Dave's Dozing for construction of the South Access into the Central Iowa Air Show.
- Item 9F) Resolution 2019-22, approving a lease agreement early termination date of July 30, 2019 for Iowa Trenchless, hangar A-08. Approving lease agreement for Nicholas**

Donlin and Zach Sherer for hangar A-08 with an effective date of August 1, 2019 and termination date of December 31, 2019.

It was moved by Novak and seconded by Gardner to adopt Resolution 2019-22, approving a lease agreement early termination date of July 30, 2019 for Iowa Trenchless, hangar A-08. Approving lease agreement for Nicholas Donlin and Zach Sherer for hangar A-08 with an effective date of August 1, 2019 and termination date of December 31, 2019. VOTE: YEA: NOVAK, GARDNER, ASHBY, BARBER, GARRISON, NILLES, WANGSNESS

Item 10) REPORTS

Item 10A) Engineering Report

a. Drainage Improvements Project – Construction.

Pudence reported the grass will be over seeded in the next couple weeks, which is the last piece before closing out.

b. South Apron Paving / Utilities Project – Construction.

Maysent reported the final inspection was today.

c. Reconstruct Taxiways A & C North – Construction.

Maysent reported a progress construction meeting was held today. Charlie is a little behind schedule, but there will be no operational impact. Expected completion date is October 8, 2019.

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

Maysent Fahrner out of Dubuque will start this project on Monday, shutting down 18/36 for 30 days with completion date October 8, 2019.

e. Proposal for Additional Year of Warranty: Automatic Gates

Pudenz stated Minturn is agreeable to another year warranty on the majority of the system with a couple of sticking points. The first one being the black vinyl coming off both rails on the gates. Pudenz is working with the manufacturer for a solution for that. The second item is the remote transmitters for the gates. Pudenz stated the transmitters were added as an afterthought in the construction process. Stull stated the original plan was to hard wire the gate opener, but was told the wireless option would be more cost effective. Wangsness suggested if hard wiring the openers is still an option that is what should be done.

Item 10B) Staff Report

a. AllEnergy Hangar Development

Moritz stated that AllEnergy, Sukowatey Hangar was covered under Audience with Visitors. Moritz asked since EXEC 1 expressed interest in constructing a hangar, would the Board want McClure Engineering to begin the design work for South Apron Paving / Utilities Project Phase 2? Attorney, Amy Beattie, stated we had a signed lease with Sukowatey before Phase 1 began. It was the consensus of the Board to move forward with the design of Phase 2 and get a signed contract before proceeding any farther.

b. Future Perimeter Mowing and Maintenance

Moritz supplied an aerial view of the airport, suggesting a committee layout on the map what areas of mowing EXEC 1 is responsible for and what areas need to be contracted out. Barber, Ashby and Wangsness offered to meet with Pudenz to lay out a plan for Perficut to finish out this year and compile a plan going forward for ground maintenance.

10C) LEGAL COUNSEL REPORT: NONE

10D) BOARD REPORT: NONE

10E) CHAIR REPORT: NONE

Item 11) ADJOURN

There being no further business, it was moved by Nilles and seconded by Novak to adjourn the meeting. VOTE: YEA: NILLES, NOVAK, ASHBY, BARBER, GARDNER, GARRISON, WANGSNESS

The meeting adjourned at 6:10 p.m.

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

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