

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, January 6, 2022 - 5:00 PM
Ankeny Kirkendall Library – City Council Chambers

Acting Chairman Todd Ashby joined the meeting electronically and called the meeting to order at 5:00 PM. Board Members Greg Johnson, William Gardner and Dr. Paul Novak were in attendance. Chairman Jeff Wangsness was absent. Dave Kalwishky (Exec 1) was in attendance. Jay Pudenz (McClure) joined the meeting electronically. Airport Board Manager Nick Osborne, City Attorney Amy Beattie, Administrative Services Director Jennifer Sease, and Recording Secretary Diane Klemme were also present.

Perfecting and Approval of the Agenda without amendment

Board Member Gardner moved, second by Novak, to approve the agenda without amendment. Ayes: 4.

FBO Report

Dave Kalwishky reported updates on the airfield lighting and stated he is working with the electrical contractor on addressing those issues. He also reported that they used the Snow Killer 3000 to clear the main runway after the snow event on 12/29/21 and that it worked very well. He stated that Gate 3, the T Hangar gate and south construction gates are not working and that Controlled Access has been called. He is also waiting on Seneca to install a new solenoid valve on the self-serve fuel system. It should be installed by mid-January.

Finance / Budget Report

Novak reported on the 1/6/22 listing of bills. Jennifer Sease reported on the FY 2021 Annual Financial Audit Report.

Consent Agenda Items

1. Approval of December 9, 2021, minutes.
2. Payment #46 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$795.38.
3. Payment #3 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 – Construction Admin. in the amount of \$7,060.00.
4. Approval of Bills and Transfer of Necessary Funds, \$27,669.99.
5. Approval of January 2022 Financial Reports
6. Motion to receive and file the FY 2021 Annual Financial Audit Report.
7. Motion to approve ATI Group petition to rezone property.

Approval of Consent Agenda Items

Board Member Gardner moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-7. Ayes: Gardner, Johnson, Ashby, Novak.

New Business

- A. **Motion to approve termination of Farm Lease with Bob Barnes/I-80 Farms.** Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.

- B. **Resolution 2022-01** authorizing the execution of a land lease with Johnson Bros of Ankeny LTD. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson.
- C. **Resolution 2022-02** approving the lease agreements with the individuals and/or organizations detailed on the attached list. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson.
- D. **Resolution 2022-03** authorizing the setting of a hearing on a proposal by Exec 1 Aviation II, LLC to lease certain public property for construction of a hangar. (date of hrg: 2/10/22 @ 5:00 p.m.) Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.

Reports

- A. Engineering Report – Pudenz gave an update on the Runway 18/36 electrical issues. Van Maanen Electric has ordered the materials needed and estimate five weeks for completion.
- A. Staff Report – Osborne reported that he was contacted by the FAA regarding infrastructure bill money that the airport is eligible for. He has sent further inquiries asking for guidance and will report back at a later date. Osborne introduced Jerry Searle with HDR. Searle presented on the Forecast of Aeronautical Activity which he will be submitting to the FAA.
- C. Legal Counsel Report - None
- D. Board Report – None
- B. Chair Report – None

Adjournment

The meeting was adjourned at 5:40 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Todd Ashby, Acting Chairperson

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