

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, October 5, 2023 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

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

Approval of Agenda

Board Member Gardner moved, second by Novak, to approve the agenda without amendment. Ayes: 5.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 10/5/23 listing of bills.

Consent Agenda Items

1. Approval of September 7, 2023, minutes.
2. Payment #5 to HDR Engineering, Inc. for services that include Professional Consulting for Runway 18/36 in the amount of \$35,846.50.
3. Payment #11 to McClure Engineering for General On-Call Engineering Services in the amount of \$2,283.75.
4. Payment #2 to McClure Engineering Company for Site Work & Vertical Infrastructure – Construction Mgmt. Administration & Observation Service for the North Property Line Box Hangars in the amount of \$6,219.31.
5. Payment #11 to McClure Engineering for AIP Site Work & GAVI Vertical Infrastructure for the North Property Line Box Hangars in the amount of \$2,792.00.
6. Approval of Bills and Transfer of Necessary Funds, \$113,681.61.
7. Approval of October 2023 Financial Reports.

Approval of Consent Agenda Items

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

New Business

1. **RESOLUTION 2023-25** accepting the Iowa DOT Grant Agreement for partial funding of the Taxiway D Apron and Access Roadway Paving – Phase 4 project. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
2. Motion to approve the completion of an Independent Fee Estimate (IFE) of McClure Task Order No. 4 – Runway 18/36 Reconstruction Design/Bidding Services by Foth Engineering. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

3. Motion to approve the proposal from 818 Design Services in the amount of \$5,250.00 for the design, specifications and installation oversight for the large signs on the Airport Signing and Entry Improvement Project. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.

Reports

1. Engineering Report – Pudenz
 - a. North Property Line Box Hangars Project: Construction Schedule and Storage Change Order
 - b. Tee Hangar Gutter Replacements: Specifications and Estimate by McClure
2. Staff Report – Moritz
 - a. Tee Hangar Inspections – completed September 12, 2023
 - b. Quarterly Exec 1/PCAA Coordination Meeting
 - c. Land Lease for Beekeeping: Chad Chiocine
 - d. Additional Emergency Patching of Runway 18/36 – October 3, 2023
 - e. Pavement Markings on Parking Lots and Tie Downs by Spec USA
 - f. 2025 Airport Capital Improvements Program - Schedule
3. Legal Counsel Report - None
4. Board Report – None
5. Chair Report – None

Executive Session

- A. At 6:03 p.m. Gardner moved, second by Novak, to go into Executive Session pursuant to the provisions of Iowa Code Section 21.5(1)(c) “to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation”. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness. The Board adjourned the Executive Session and reconvened to regular session at 6:22 p.m.

Adjournment

The meeting was adjourned at 6:23 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness Chairperson

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