

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

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Chairman Jeff Wangsness called the meeting to order at 5:00 P.M. Board Members William Gardner, Greg Johnson, and Paul Novak were in attendance. Todd Ashby joined the meeting electronically. Dave Kalwishky (Exec 1) and Jay Pudenz (McClure) were in attendance. 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 Ashby 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 10/6/22 listing of bills.

### **Consent Agenda Items**

1. Approval of September 8, 2022, minutes.
2. Payment #55 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$1,165.
3. Payment #2 to McClure Engineering Company for services that include reconstruct/strengthen and extend Runway 18/36 in the amount of \$28,275.50.
4. Approval of Bills and Transfer of Necessary Funds, \$52,424.61.
5. Approval of October 2022 Financial Reports.

### **Approval of Consent Agenda Items**

Board Member Johnson moved, second by Novak, to approve Consent Agenda Items CA-1 through CA-5. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

### **New Business**

1. **RESOLUTION 2022-29** accepting the Iowa Department of Transportation grants for the partial funding of the two projects comprising the first phase of the North Property Line Box Hangar Development: Phase 1 Site Work and Utilities – AIP Grant in the amount of \$265,200.00 - Phase 1 Vertical Infrastructure – GAVI Grant in the amount of \$300,000.00. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Johnson, Wangsness.
2. **RESOLUTION 2022-30** authorizing the execution of a Master Service Agreement with McClure Engineering to provide on-call and project engineering services for the 5-year term starting on November 1, 2022. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Johnson, Wangsness.
3. **RESOLUTION 2022-31** authorizing the execution of a Master Service Agreement with HDR Engineering, Incorporated to provide on-call and project planning services for the 5-year

term starting on November 1, 2022. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

4. Motion to approve a proposal in the amount of \$1,500.00 from Baker Electric to replace the light fixture on the west power line obstruction light pole. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
5. Motion to approve the proposal from Construction Materials Testing (CMT) in the amount of \$6,520.00 to perform geotechnical services on the North Property Line Box Hangars – Phase 1 project. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.
6. **RESOLUTION 2022-32** authorizing the approval of Task Order No. 1 in the amount of \$163,630.00 with McClure Engineering to complete the design and construction services for the North Property Line Box Hangars – Phase 1 project. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.
7. **RESOLUTION 2022-33** authorizing the renewal of a 5-year agreement with the Elder Corporation for providing snow and ice control services at the Ankeny Regional Airport. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.
8. **RESOLUTION 2022-34** authorizing the approval of a 5-year agreement with Exec 1 Aviation for providing snow and ice control services at the Ankeny Regional Airport. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.

## Reports

- A. Engineering Report – Pudenz
  - a. North Property Line Box Hangars – Phase 1; Project Schedule and Coordination with Existing Through-the-Fence Access
  - b. Runway 18/36 Preliminary Engineering – Update and Schedule
- B. Staff Report – Moritz
  - a. Report on electrical issues with REILS and taxiway lights – anticipated repairs
  - b. Additional fence damage for Des Moines Steel Fence repair project
  - c. Notification on the Federal B.I.L. Terminal Program
- C. Legal Counsel Report – Beattie
  - a. Proposed Farm Lease with Power Pollen Inc. for the 106+ acres of tillable land on the Ankeny Regional Airport form of farm lease agreement and proposed per-acre lease rate
  - b. Discussion on annual farm lease renewals – lease rates
  - c. Discussion of Land Disposal Policy
- D. Board Report – None
- E. Chair Report – None

## Adjournment

The meeting was adjourned at 6:28 p.m.

Attest: \_\_\_\_\_  
Diane Klemme, Recording Secretary

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

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