

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)  
Thursday, October 7, 2021 - 5:00 PM  
Ankeny Kirkendall Library – City Council Chambers

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Chairman Jeff Wangsness called the meeting to order at 5:00 PM. Board Members Greg Johnson, Bill Gardner and Dr. Paul Novak were in attendance. Due to the Covid-19 Pandemic, Board Member Todd Ashby joined the meeting electronically. Dave Kalwishky (Exec 1) was in attendance as well as 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.

**Perfecting and Approval of the Agenda without amendment**

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

**Special Recognition – Paul Moritz, Airport Board Manager from 2013-2021**

Chairman Jeff Wangsness presented Paul Moritz with a plaque and thanked him for his dedicated service and outstanding leadership in the development and leadership of the Ankeny Regional Airport.

**FBO Report**

Dave Kalwishky reported that they have started on fall cleanup and erosion control removal. Gate 3 continues to be a problem. He is working with Controlled Access to diagnose the issue. He also reported that the self-serve fuel is inoperative and he is waiting for a replacement part to be built and shipped.

**Finance / Budget Report**

Novak reported on the 10/7/21 listing of bills.

**Consent Agenda Items**

1. Approval of September 9, 2021, minutes.
2. Payment #43 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$4,005.00.
3. Payment #10 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 2 in the amount of \$834.80.
4. Payment #4 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 in the amount of \$8,325.00
5. Payment #1 to Concrete Technologies for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 in the amount of \$166,634.46.
6. Approval of Bills and Transfer of Necessary Funds, \$195,136.93.
7. October 2021 Financial Reports
8. Accounts Receivable Aging Summary

**Approval of Consent Agenda Items**

Board Member Gardner moved, second by Novak, to approve Consent Agenda Items CA-1 through CA-8. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.

### Old Business

- A. **Resolution 2021-34** – acknowledging the acceptance and execution of an Iowa DOT Agreement for Fiscal Year 2022 Airport Improvement Program Grant to provide partial funding of the Taxiway D Apron and Access Road Paving – Phase 3 project. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Johnson, Wangsness.
- B. **Motion to approve/deny JB Autosports Special Events Permit Application.** Johnson moved, second by Gardner to deny the special events permit application. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.

### New Business

- A. **Resolution 2021-35** - setting a public hearing on the Polk County Aviation Authority Revised Fiscal Year 2021-2022 Budget. (date of hrg: 11/4/21 @ 5:00 p.m.) Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
- B. **Resolution 2021-36** – approving Garage, Hangar and Tie-Down Lease documents effective for Calendar Year 2022. Approved, subject to added language to the leases pertaining to the storage of flammable materials, harsh chemicals and other corrosive items. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
- C. **Motion to authorize staff to mail letters to the tee hangar tenants that were found to have minor lease and/or safety violations within their tee hangars during the September 22, 2021 inspections.** Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.
- D. **Resolution 2021-37** – authorizing the execution of an Agreement with HDR Engineering Inc. for providing an Aeronautical Forecast to facilitate future improvements to Runway 18/36. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.
- E. **Resolution 2021-38** – approving the FY 2023 Airport Capital Improvements Program for the Ankeny Regional Airport, authorizing the Chairperson to sign the Program Data Sheets and authorizing submittal of the Program to the Iowa Department of Transportation. Ashby moved, second by Johnson. Ayes: Ashby, Johnson, Gardner, Novak, Wangsness.
- F. **Resolution 2021-39** – setting a public hearing to consider approval of the sale of the 16-acre property along SE Convenience Boulevard to ATI Capital, LLC. (date of hrg: 11/4/21 @ 5:00 p.m.) Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

### Reports

- A. Engineering Report
  - a. Update on New Terminal Hangar Door – Additional Column Deflection  
Pudenz reported that there is a piece of flashing pulling off of the siding. He had it

inspected by a structural engineer, and it does not appear to be a structural concern. He is looking into getting it fixed.

B. Staff Report

a. Update on adding a larger Snow Broom for Winter Runway Maintenance

Moritz reported that he had been in contact with Elder Corporation regarding last year's snow removal. They told Moritz that they will run two brooms in tandem this winter season as a more effective way of removing the snow.

b. Report on Iowa Statewide Economic Impact Study

c. Report on Runway Electrical Repairs

Moritz reported that he contacted Van Maanen Electric, asking that they inspect the issues with the runway lights. Pudenz will report back what they find.

C. Legal Counsel Report

a. Discussion regarding the Farm Leases and current rental rates

Beattie asked the Board if they wanted the rates to stay the same. They agreed for the leases that are \$225/acre, those will be raised to \$235/acre. She will notify them of the change when she sends the leases out this month.

b. Discussion regarding the 2022 Management Agreement with Exec 1 Aviation

Beattie reported that she wasn't aware of any issues that have come up in the last year that need to be addressed in a revised agreement. She will use the same form of agreement and add it to the November 4 agenda.

C. Board Report – None

D. Chair Report – None

**Adjournment**

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

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

Signed: \_\_\_\_\_  
Jeff Wangness, Chairperson

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