

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, November 4, 2021 - 5:00 PM
Ankeny Kirkendall Library – City Council Chambers

Chairman Jeff Wangsness called the meeting to order at 5:00 PM. Board Member Dr. Paul Novak was in attendance. Board Members Todd Ashby and William Gardner joined the meeting electronically. Board Member Greg Johnson 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 Ashby moved, second by Novak, to approve the agenda without amendment. Ayes: 4.

Public Forum

All Energy Aircraft, LLC

Attorney Chris Coppola representing All Energy Aircraft, LLC, Dean Sukowatey, managing member of All Energy Aircraft, LLC and Chris Drossos, lead engineer for All Energy Aircraft, LLC, reported on the status of the hangar project. Coppola reported on the delays they have encountered in regards to supplies and labor shortage issues. They plan on being diligent to complete the project next year subject to potential delays. They wish to continue in good faith to complete the hangar project and are asking the board for an extension to their lease. The board agreed to the extension and directed Attorney Amy Beattie to bring forward a written reinstatement lease agreement with All Energy Aircraft, LLC for approval at the December 9 meeting.

Public Hearing – PH 2021-07

- A. Chairman Wangsness announced that this is the time and place for a public hearing on the revised FY 2021-2022 Budget. Notice of this hearing was published in the Des Moines Register on October 22, 2021. Sease reviewed the revised budget with the Board. Chairman Wangsness then asked for any public comment regarding the proposed revised budget. Hearing no comments, Gardner moved to close public hearing 2021-07, Novak seconded. Ayes: 4
- B. **Resolution 2021-40** approving the revised FY 2021-2022 Budget. Ashby moved, second by Gardner, to adopt Resolution 2021-40. Ayes: Ashby, Gardner, Novak, Wangsness.

Public Hearing – PH 2021-08

- C. Chairman Wangsness announced that this is the time and place for a public hearing on the matter of the potential sale of real property and authorizing the execution of a purchase agreement between the Polk County Aviation Authority and ATI Capital, LLC. Notice of this hearing was published in the Des Moines Register on October 22, 2021. Beattie reported the appraisals have been completed and support the purchase price set out in the purchase agreement subject to FAA final approval. It is her recommendation to the board to approve the purchase agreement as presented by ATI Capital, LLC. Chairman Wangsness then

asked for any public comment regarding the proposed agreement. Hearing no comments, Novak moved to close public hearing 2021-08, Ashby seconded. Ayes: 4

- D. **Resolution 2021-41** making final determination on the potential sale of real property and authorizing the execution of a purchase agreement by and between the Polk County Aviation Authority and ATI Capital, LLC. Board Member Novak moved, second by Ashby, to adopt Resolution 2021-41. Ayes: Novak, Ashby, Wangsness. Board Member Gardner abstained.

FBO Report

Dave Kalwishky reported that several of the tee hangar violations have been rectified, several have not and that he will call the ones that have not contacted him to get a status update. There will be one more mowing this season. Two additional pallets of NAAC (salt) have been ordered. There is a limit on how much can be purchased. When he receives them, he will have 5.5 pallets, which should be enough for this winter season. Gate 3 continues to be a problem. He is working with Controlled Access to diagnose and configure properly.

Finance / Budget Report

Novak reported on the 11/4/21 listing of bills.

Consent Agenda Items

1. Approval of October 7, 2021, minutes.
2. Payment #2 to Concrete Technologies for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 in the amount of \$373,933.11.
3. Payment #44 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$3,145.00.
4. Payment #5 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 in the amount of \$1,545.00.
5. Payment #1 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 – Construction Admin in the amount of \$14,302.50.
6. Payment #18 to McClure Engineering Company for services that include Taxiway D Access Road and Utilities in the amount of \$783.74.
7. Approval of Bills and Transfer of Necessary Funds, \$454,831.26.
8. November 2021 Financial Reports
9. 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-9. Ayes: Gardner, Novak, Ashby, Wangsness.

New Business

- A. **Motion to approve the 2022 Management Agreement with Exec 1 Aviation in the same form as the 2021 agreement and direct staff to put it on the agenda for formal approval at the December 9, 2021 meeting.** Ashby moved, second by Novak. Ayes: Ashby, Novak, Gardner, Wangsness.

Reports

- A. Engineering Report
 - a. Pudenz reported the Taxiway D Apron and Access Roadway project is nearing completion.
- B. Staff Report – Osborne introduced himself to the board as the new Airport Board Manager, replacing Paul Moritz.
 - a. FY 2023 Airport Capital Improvements Program
Osborne reported that the FAA and Iowa DOT both accepted the Airport CIP as presented.
 - b. Runway Lights Update
- C. Legal Counsel Report
 - a. Box Hangar Agreements
Beattie reported that she received a letter from PurFoods requesting their lease be amended to add more time to their construction timeline. The Board directed Beattie to prepare the lease amendment for approval at the December 9 meeting.
- D. Board Report – None
- C. Chair Report – None

Adjournment

The meeting was adjourned at 6:15 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Chairperson

Published in the Des Moines Register on the 12th day of November, 2021.