

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)  
Thursday, February 10, 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 PM. Board Members William Gardner and Dr. Paul Novak were in attendance. Board Member Greg Johnson joined the meeting electronically. Board Member Todd Ashby joined the meeting electronically at 5:08 pm. 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 Novak moved, second by Gardner, to approve the agenda without amendment. Ayes: 4.

**Public Hearing – PH 2022-01**

A. Chairman Wangsness announced this is the time and place for a public hearing on the matter of approving and authorizing the execution of a Land Lease Agreement with Exec 1 Aviation II, LLC for purposes of construction of a hangar. Notice of this hearing was published in the Des Moines Register on January 28, 2022. Chairman Wangsness asked for any public comment regarding the proposed lease agreement. Beattie reported the resolution to approve the lease agreement will be brought forward at the March 10, 2022 meeting. Hearing no further comments, Novak moved to close public hearing 2022-01, Gardner seconded. Ayes: 4

**FBO Report**

Dave Kalwishky reported all of the 2022 leases have been returned. He gave updates regarding airfield lighting and the self-serve fuel system. He reported there is an issue with the Main Hangar East 1 Beam and that Jensen Builders believe they can fix it. He will give an update at the next meeting.

**Finance / Budget Report**

Novak reported on the 2/10/22 listing of bills.

**Consent Agenda Items**

1. Approval of January 6, 2022, minutes.
2. Payment #47 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$1,080.00.
3. Payment #4 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 in the amount of \$6,472.12.
4. Approval of Bills and Transfer of Necessary Funds, \$36,483.59.
5. Approval of February 2022 Financial Reports

**Approval of Consent Agenda Items**

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

### **New Business**

- A. **Resolution 2022-04** approving the lease agreements with the individuals and/or organizations detailed on the attached list. Ashby moved, second by Novak. Ayes: Ashby, Novak, Gardner, Johnson, Wangsness.
- B. **Resolution 2022-05** authorizing the execution of a land lease with John G. Jensen Revocable Trust. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.
- C. **Resolution 2022-06** Setting Public Hearing on the Polk County Aviation Authority Proposed Fiscal Year 2021-2022 Revised Budget and the Proposed Fiscal Year 2022-2023 Budget. (date of hrg: 3/10/22 @ 5:00 p.m.) Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.
- D. **Resolution 2022-07** authorizing the execution of a public utilities easement with Mid American Energy Company and other utilities, pending legal review. Ashby moved, second by Novak. Ayes: Ashby, Novak, Gardner, Johnson, Wangsness.
- E. **Motion to approve election of Chairperson, Secretary and Treasurer for terms expiring December 31, 2023.** It was moved by Novak and seconded by Gardner for Wangsness to remain as Chairperson. It was moved by Novak and seconded by Wangsness for Ashby to remain as Secretary. It was moved by Novak and seconded by Wangsness to name Gardner as Treasurer. Ayes: 5.
- F. **Motion to approve the Corvette Club of Iowa Special Events Application for May 28-30, 2022.** Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.

### **Reports**

- A. Engineering Report – Pudenz gave an update on the Runway 18/36 electrical issues and stated that Van Maanen Electric’s work is dependent on weather and material delays. They anticipate having the work done by the end of the month.
- B. Staff Report – Osborne submitted the 2021 USDA Wildlife Services Report which was included in the agenda packet. Osborne also gave updates on hangar construction.
- C. Legal Counsel Report - None
- D. Board Report – None
- A. Chair Report – None

### **Adjournment**

The meeting was adjourned at 5:38 p.m.

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

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

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