

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

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Acting Chairman Todd Ashby called the meeting to order at 5:00 PM. Chairman Jeff Wangsness and Board Member Dave Garrison were absent. Due to the Covid-19 Pandemic, Acting Chairman Todd Ashby, Board Members Greg Johnson and Joe Miller as well as Jay Pudenz (McClure), Dan Stull, Dave Kalwishky and JR Boesen (Exec 1) and City Attorney Amy Beattie joined the meeting via conference call. Board Members Dr. Paul Novak and Bill Gardner were in attendance. Airport Board Manager Paul Moritz and Administrative Services Director Jennifer Sease 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

### **Public Hearing**

- A. PH 2021-01. Acting Chairman Ashby announced that 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 Bravo Partners, LLC for purposes of construction of a hangar. Notice of this hearing was published in the Des Moines Register on January 22, 2021. Corey Kautz, President of Bravo Partners, LLC, was present for the public hearing.

Acting Chairman Ashby inquired if there was anyone present who wished to be heard for or against the proposed agreement. Board Manager Moritz reported that this is a standard land lease agreement for a box hangar. The lease is for 50 years with the option to renew. This is the second box hangar on Phase 2 of the Taxiway D hangars. Once approved, the owners can move forward with their site plan approval with the City of Ankeny. Moritz confirmed with Kautz that his plans include a bathroom in the hangar. Moritz discussed that the Board would set a date for the Taxiway D Apron and Access Roadway Paving project with construction starting as soon as the weather allows this spring. The paving of the access roadway will run past the hangar. Since the sewer main is on the west side of the roadway, it would be best to determine the location of this service in the near future and install the sewer service before the paving. Moritz will ask Kautz to provide the location so that the service can be included with the paving project.

Hearing no further comments, Board Member Novak moved to close public hearing 2021-01, Gardner seconded. Ayes: 5

- B. **Resolution 2021-10** authorizing the execution of a land lease with Bravo Partners, LLC for the purpose of leasing public property along Taxiway D for the construction of a private box hangar. Board Member Gardner moved, second by Novak, to adopt Resolution 2021-10.  
Ayes: Gardner, Novak, Ashby, Johnson, Miller

### **FBO Report**

Dan Stull reported Exec 1 is working on the Self-Serve Fuel and the North Hangar Walkway. Dave Kalwishky reported that the payment side of the Self-Serve Fuel is operational and the

plan is to open it up to customers in March. Moritz inquired about the liquid deicer running out quickly and stated more is on order. Stull and Boesen reported that there have been quite a few events with ice cover and the wind has made it difficult to keep up.

## **Finance / Budget Report**

Novak reported on the 2/4/21 listing of bills and aging summary and stated the auditors will be here next week.

## **Consent Agenda Items**

1. Approval of January 7, 2021, minutes.
2. Payment #35 to McClure Engineering Co., for services that include General On-Call Engineering Services in the amount of \$3,507.50.
3. Payment #14 to McClure Engineering Co., for services that include Taxiway D Access Rd & Utilities – Phase 2 in the amount of \$3,016.89.
4. Payment #2 to McClure Engineering Co., for services that include Taxiway D Apron and Access Roadway Paving – Phase 2 in the amount of \$6,472.50.
5. **Resolution 2021-11** setting a Public Hearing on the Polk County Aviation Authority Proposed Fiscal Year 2020-2021 Revised Budget and the Proposed Fiscal Year 2021-2022 Budget. (Date of hearing: March 4, 2021 at 5:00 p.m.)
6. Approval of 2/4/21 Bills and Transfer of Necessary Funds, \$42,734.70.
7. February 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, Miller

## **New Business**

- A. **Resolution 2021-12** approving the lease agreements with the individuals and/or organizations detailed on the attached list. The Board discussed four of the leases up for approval pending further discussion. It was the consensus of the Board that the lease for A-08 would not be renewed. Board Member Gardner moved, second by Novak, to adopt Resolution 2021-12 with the exception of Hangar A-08. Ayes: Gardner, Novak, Ashby, Johnson, Miller
- B. **Resolution 2021-13** fixing a date for a hearing on plans, specifications, opinion of probable cost and form of contract, taking of bids and awarding the construction contract for the Taxiway D Apron and Access Roadway Paving - Phase 2 at Ankeny Regional Airport. (date of bid letting: February 23, 2021 at 10:30 a.m. / date of hearing March 4, 2021 at 5:00 p.m.) Board Member Gardner moved, second by Novak, to adopt Resolution 2021-13. Ayes: Gardner, Novak, Ashby, Johnson, Miller

## **Reports**

- A. Engineering Report
  - a. Main Terminal Bi-Fold Door Replacement - Building Column Review  
Jay Pudenz reported one of the rollers has come out of plumb and Jensen Builders will

be out next week to fix the issue. It may be an issue of the rollers not being wide enough and the door not pulling up evenly. Moritz stated the byproduct of this is the columns on each end supporting the door have started to slightly bend and buckle. Pudenz stated worst case scenario would be strengthening the columns by adding reinforcement.

**B. Staff Report**

a. PCAA Master Agreement Renewal

Moritz reported he plans to set up a presentation with Altoona. He spoke with Marketa Oliver, the Bondurant City Administrator. Bondurant would like to stay with the airport at a lesser taxation rate than they are at now and would like to review the draft agreement when possible. Ashby reported he contacted Altoona Council Member Kyle Mertz and other leaders in the area.

b. High Line Obstruction Light Repairs

Moritz reported the lights have not been delivered to Baker Electric. Baker Electric believes the lights will be fixed in the next one to two weeks.

c. Request from Tyler Tognetti to Utilize Runway

Moritz reported he received an email from Tyler Tognetti requesting use of the runway to conduct high-speed runs with a performance Mustang to log data. It was the consensus of the Board to not allow the high-speed runs. Moritz will reach out to Tognetti.

d. Correspondence with USDA regarding Canada Geese

Moritz spoke with Ernie at USDA and reported the geese population is down from what it used to be. Ernie also has a contract with Casey's to keep the geese off their ponds. Moritz stated Ernie is taking positive steps and doing the best he can.

Steve Van Oort was present via conference call and informed the Board that the Polk County Board of Supervisors passed a resolution at their last meeting to extend the loan agreement for another two years at zero percent interest. The loan was to expire on June 30, 2021.

**C. Legal Counsel Report – None**

**D. Board Report – None**

**E. Chair Report – None**

**Executive Session**

**A. At 5:39 p.m. Novak moved, second by Miller, 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: Novak, Miller, Ashby, Gardner, Johnson. The Board adjourned the Executive Session and reconvened to regular session at 5:49 p.m. No action was taken.

**B. At 5:50 p.m. Novak moved, second by Gardner, to go into Executive Session pursuant to the provisions of Iowa Code Section 21.5(1)(j) "to discuss the purchase or sale of particular real estate only where the premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property".** Ayes: Novak, Gardner, Ashby, Johnson, Miller. The Board adjourned the Executive Session and reconvened to regular session at 5:58 p.m. No action was taken.

## **Adjournment**

The meeting was adjourned at 5:58 p.m.

Attest: \_\_\_\_\_  
Dr. Paul Novak, Treasurer

Signed: \_\_\_\_\_  
Todd Ashby, Acting Chairperson

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