

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)  
Thursday, March 9, 2023 - 5:00 PM  
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

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Chairman Jeff Wangsness joined the meeting electronically and called the meeting to order at 5:00 PM. Board Members Greg Johnson and William Gardner were in attendance. Todd Ashby joined the meeting electronically. Dr. Paul Novak was absent. Dave Kalwishky (Exec 1), Jay Pudenz (McClure), Airport Board Manager Paul Moritz, and Recording Secretary Diane Klemme were in attendance. City Attorney Amy Beattie and Administrative Services Director Jennifer Sease joined the meeting electronically.

### **Approval of Agenda**

Board Member Ashby moved, second by Gardner, to approve the agenda without amendment. Ayes: 4.

### **Public Forum**

Dave Vance, Corvette Club of Iowa, joined electronically to answer any questions about the Corvette Club event to be held over Memorial Day weekend. Brian Hood, Legacy, was in person to address the Board concerning his June 3 special event. The Board will review their special event applications and will consider them at a future meeting.

### **Public Hearing – PH 2023-01**

A. Chairman Wangsness announced that this is the time and place for a public hearing on the revised FY 2022-2023 Budget and the proposed FY 2023-2024 Budget. Notice of this hearing was published in the Des Moines Register on February 24, 2023. Administrative Services Director Jennifer Sease reviewed the proposed budgets with the Board. Chairman Wangsness then asked for any public comment regarding the proposed budgets. Hearing no comments, Board Member Gardner moved to close public hearing 2023-01, Johnson seconded. Ayes: 4

B. **RESOLUTION 2023-08** approving the revised FY 2022-2023 Budget and the proposed FY 2023-2024 Budget. Board Member Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Wangsness

### **FBO Report**

Dave Kalwishky reviewed his FBO Report with the Board.

### **Finance / Budget Report**

Gardner reported on the 3/9/23 listing of bills.

### **Consent Agenda Items**

1. Approval of February 9, 2023, minutes.
2. **RESOLUTION 2023-09** approving the lease agreements with the individuals and/or organizations detailed on the attached list.

3. Payment #4 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$690.00.
4. Payment #7 to McClure Engineering Company for services that include reconstruct/strengthen and extend Runway 18/36 in the amount of \$2,318.30.
5. Payment #4 to McClure Engineering Company for services that include North Property Line Box Hangars in the amount of \$4,146.00.
6. Approval of Bills and Transfer of Necessary Funds, \$72,050.64.
7. Approval of March 2023 Financial Reports.

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

Board Member Gardner moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-7. Ayes: Gardner, Johnson, Ashby, Wangsness.

### **New Business**

1. Motion to approve the proposal from Controlled Access Midwest to replace the automatic gate operator unit, operator stand, wiring, reversing loop and photo eyes on Fence Gate 3 next to the maintenance building, with the addition of a clarification on the exclusions list and a schedule of completion. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Wangsness.
2. **RESOLUTION 2023-10** authorizing the application to the FAA for funding assistance for the Environmental Assessment (Reconstruct and Extend RWY 18/36, Construct South Terminal Area)/Preliminary Engineering (Reconstruct RWY 18/36) Project. Ashby moved, second by Gardner. Ayes: Ashby, Gardner, Johnson, Wangsness.
3. Motion to approve Change Order #1 to Concrete Technologies, Inc. decreasing the contract amount by \$3,985.50 for construction services on the Taxiway D Access Road & Utilities – Phase 3 Project. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Wangsness.
4. Motion to approve Payment #5 in the amount of \$32,568.62 to Concrete Technologies, Inc. for construction services on the Taxiway D Apron and Access Roadway Paving – Phase 3 project. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Wangsness.

### **Reports**

- A. Engineering Report – Pudenz
  - a. North Row Box Hangars – Phase 1 Project; Review of Hangar Improvements
- B. Staff Report – Moritz
  - a. Request from Acme Aviation for an electrical easement for three-phase circuit to their hangar.
  - b. Iowa DNR Request: Exotic Bark Beetle Traps/Monitoring on airport property.
  - c. Request by Power Pollen to store field equipment at the south end of the airport.
  - d. Review of Proposed ACIP Projects: 1. Airport Brand Signing and Entry Improvements and 2. Taxiway D Apron and Access Roadway Paving – Phase 4.
  - e. Taxiway Light Repairs – Update.
- C. Legal Counsel Report - None
- D. Board Report – None
- E. Chair Report – None

### **Adjournment**

The meeting was adjourned at 6:44 p.m.

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

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

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