

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)  
Thursday, March 4, 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. Due to the Covid-19 Pandemic, Board Members Todd Ashby, Greg Johnson and Joe Miller as well as Jay Pudenz (McClure), Dan Stull and Dave Kalwishky (Exec 1) joined the meeting via conference call. Chairman Jeff Wangsness and Board Members Dr. Paul Novak and Bill Gardner were in attendance. Airport Board Manager Paul Moritz, Administrative Services Director Jennifer Sease, City Attorney Amy Beattie and Recording Secretary Mandy Hanson were also present.

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

Board Member Gardner moved, second by Novak, to approve the agenda without amendment.  
Ayes: 6

**Public Hearing – PH 2021-02**

- A. Chairman Wangsness announced that this is the time and place for a public hearing on the revised FY 2020-2021 Budget and the proposed FY 2021-2022 Budget. Notice of this hearing was published in the Des Moines Register on February 19, 2021. 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 Ashby moved to close public hearing 2021-02, Novak seconded. Ayes: 6
- B. **Resolution 2021-14** approving the revised FY 2020-2021 Budget and the proposed FY 2021-2022 Budget. Board Member Novak moved, second by Miller, to adopt Resolution 2021-14. Ayes: Novak, Miller, Ashby, Gardner, Johnson, Wangsness

**Public Hearing – PH 2021-03**

- A. Chairman Wangsness announced that this is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contract and opinion of probable costs for the construction of certain public improvements described as Taxiway D Apron and Access Roadway Paving (Phase 2) Project. Notice of this hearing was published in the Des Moines Register on February 12, 2021. Airport Board Manager Paul Moritz reported there were three bidders with the lowest bidder being Concrete Technologies, Inc. (CTI) of Grimes, Iowa, with a total of \$596,393.50 for the construction contract. The engineer's estimate of cost was \$597,275.00.  
  
Chairman Wangsness then asked for any public comment regarding the proposed project. Hearing no comments, Board Member Gardner moved to close public hearing 2021-03, Novak seconded. Ayes: 6
- B. Board Member Novak moved, second by Ashby, to receive and file Report of Bids received on February 23, 2021. Ayes: Novak, Ashby, Gardner, Johnson, Miller, Wangsness

- C. **Resolution 2021-15** awarding the construction contract for the Taxiway D Apron and Access Roadway – Phase 2 project at the Ankeny Regional Airport. Board Member Miller moved, second by Ashby, to adopt Resolution 2021-15. Ayes: Miller, Ashby, Gardner, Johnson, Novak, Wangsness
- D. **Resolution 2021-16** authorizing the Board Chairperson to sign the construction contract for the Taxiway D Apron and Access Roadway- Phase 2 project at the Ankeny Regional Airport. Board Member Novak moved, second by Gardner, to adopt Resolution 2021-16. Ayes: Novak, Gardner, Ashby, Johnson, Miller, Wangsness

### **FBO Report**

Dan Stull reported Cliff Crawl will be moving into A8. Dave Kalwishky reported the new fuel facility is ready to go once the snow and ice has melted around it to allow for access.

### **Finance / Budget Report**

Novak reported on the 3/4/21 listing of bills and aging summary. A majority of the bills were for snow removal. Jennifer Sease reported on the FY 2020 Annual Financial Audit Report. Sease stated the airport had a clean audit report. An overview of the financial statements and financial position of the airport can be found in the Management's Discussion and Analysis portion of the audit report on pages 5-11.

### **Consent Agenda Items**

1. Approval of February 4, 2021, minutes.
2. Payment #36 to McClure Engineering Co., for services that include General On-Call Engineering Services in the amount of \$1,790.00.
3. Payment #15 to McClure Engineering Co., for services that include Taxiway D Access Rd & Utilities – Phase 2 in the amount of \$2,037.71.
4. Payment #3 to McClure Engineering Co., for services that include Taxiway D Apron and Access Roadway Paving – Phase 2 in the amount of \$27,445.12.
5. Approval of 3/4/21 Bills and Transfer of Necessary Funds, \$82,574.66.
6. March 2021 Financial Reports
7. Accounts Receivable Aging Summary
8. Receive and file FY 2020 Annual Financial Audit Report

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

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

### **New Business**

- A. **Resolution 2021-17** accepting the amended Land Acquisition Loan Agreement from Polk County for the extension of the loan that financed the acquisition of A.L.P. Parcel 38 at the Ankeny Regional Airport. Board Member Novak moved, second by Gardner, to adopt Resolution 2021-17. Ayes: Novak, Gardner, Ashby, Johnson, Miller, Wangsness
- B. **Corvette Club of Iowa Special Events Application for May 29 through 31, 2021**  
Gary Foster and Dave Vance, representing the Corvette Club of Iowa, were present via

conference call. Vance reported they are waiting for the certificate of insurance. Sease reported a request for approval has been sent to FAA. Board Member Ashby moved, second by Novak, to approve the Corvette Club of Iowa Special Events Application for May 29 through 31, 2021, pending FAA approval and receipt of the insurance certificate. Ayes: Ashby, Novak, Gardner, Miller, Wangsness. Nays: Johnson

**C. Application for FAA funding from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA)**

Moritz reported the recommendation is to use the funds for debt service payments. Board Member Ashby moved, second by Novak, to approve an application for FAA funding from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and authorize the Board Manager to sign and submit the application. Ayes: Ashby, Novak, Gardner, Johnson, Miller, Wangsness

**D. Change Order No. 2 reducing the contract amount by \$37,062.04 on the Taxiway D Access Road, Utilities and Apron Grading (Phases 2-4) Project by Sandstone Management Ltd. for field adjustments of final pay quantities**

Board Member Ashby moved, second by Novak, to approve Change Order No. 2 reducing the contract amount by \$37,062.04 on the Taxiway D Access Road, Utilities and Apron Grading (Phases 2-4) Project by Sandstone Management Ltd. for field adjustments of final pay quantities. Ayes: Ashby, Novak, Gardner, Johnson, Miller, Wangsness

## Reports

A. Engineering Report

a. Bi-Fold Door Replacement Project – Building Column Stabilization

Pudenz reported the belts were fixed and the wheel is now running straight down the middle of the column. Jensen Builders will be out to install column flanges to help keep the roller from going off center. Kalwishky reported they are not opening the door all the way up until it is fixed.

B. Staff Report

a. PCAA Master Agreement Renewal

Staff and board members are working towards renewal of the airport agreement with Altoona and Bondurant. Moritz stated he put together a PowerPoint presentation. Moritz reported he has not heard back from Altoona and has not set up a meeting pending further discussion with Steve Van Oort.

b. High Line Obstruction Light Repairs

The repairs are complete.

c. February 22nd Tour of Des Moines International Airport Snow Operations

Moritz reported that he along with Jeff Wangsness and JR Boesen viewed the Des Moines International Airport's snow and maintenance operations and equipment. Moritz stated the consensus was that the Ankeny Airport needs a bigger broom for snow removal to save on deicer costs and improve operations. Elder will be looking for used brooms made for airports.

d. Iowa Public Airports Association

Moritz stated IPAA will be holding a free virtual conference on April 14.

C. Legal Counsel Report

a. All Energy Corporation Update

Amy Beattie reported that from a legal standpoint the lease with All Energy is terminated as the default was not cured and that due to correspondence received from

Dean Sukowatey, a meeting may need to be set up with Sukowatey to discuss the matter. Beattie will reach out and update the Board at the next meeting.

D. Board Report

Board Member Ashby reported the DC Partnership trip has tentatively been moved to September.

E. Chair Report

a. Board Member Garrison – Resignation

Chairman Wangsness requested a plaque be ordered for Dave Garrison and presented at a future meeting.

**Adjournment**

The meeting was adjourned at 6:01 p.m.

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

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

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