

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, April 7, 2022 - 5:00 PM
Ankeny Kirkendall Library – City Council Chambers

Acting Chairman Todd Ashby joined the meeting electronically and called the meeting to order at 5:00 PM. Board Members William Gardner and Paul Novak were in attendance. Board Member Greg Johnson arrived at 5:05. Chairman Jeff Wangsness was absent. Dave Kalwishky (Exec 1) and Jay Pudenz (McClure) were in attendance. Airport Board Manager Nick Osborne, City Attorney Amy Beattie, Administrative Services Director Jennifer Sease and Recording Secretary Diane Klemme were also present.

Approval of Agenda

Board Member Novak moved, second by Gardner, to approve the agenda without amendment. Ayes: 3.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 4/7/22 listing of bills.

Consent Agenda Items

1. Approval of March 10, 2022, minutes, as corrected.
2. Approval of Amendment No. 1 to the Memorandum of Agreement with the City of Ankeny.
3. Payment #49 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$4,594.60.
4. Approval of Bills and Transfer of Necessary Funds, \$61,351.21, including Payment #4 in the amount of \$4,612.25 to Concrete Technologies, Inc. for services that include Taxiway D Apron & Access Roadway Paving – Phase 3.
5. Approval of April 2022 Financial Reports
6. Approval to acknowledge and affirm the Through the Fence Agreement being a part of and recorded with the closing on the sale of the South Property.

Approval of Consent Agenda Items

Board Member Gardner moved, second by Novak, to approve Consent Agenda Items CA-1 through CA-6. Ayes: Gardner, Novak, Ashby, Johnson.

New Business

- A. **Resolution 2022-13** authorizing the execution of a farm lease with Dennis Miller. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson.
- B. **Resolution 2022-14** authorizing the setting of a hearing to amend a land license agreement with Exec 1 Aviation II, LLC. (date of hrg: 5/5/22 @ 5:00 p.m.) Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson.

Reports

A. Engineering Report – Pudenz reported the state grant applications for 2023 projects are due at the end of May. The Board discussed the need for a larger hangar on the north side. He will move forward with the north hangar project for state submission under the assumption that the PCAA would have to file a variance request with the City of Ankeny to increase the standard setback distance.

B. Staff Report –

a. Osborne updated the Board on future agenda items related to federal guidelines and how land sale proceeds may be used.

b. Osborne updated the Board on the status of the Airport Manager recruitment process and anticipated hire date.

c. Osborne reported on expenses incurred on the Simple Holdings hangar related to electrical infrastructure.

C. Legal Counsel Report – City Attorney Beattie reported the sale of the south property to ATI Realty closed on April 5.

D. Board Report – None

E. Chair Report – None

Adjournment

The meeting was adjourned at 5:40 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Todd Ashby, Acting Chairperson

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