

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, August 10, 2023 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

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

Approval of Agenda

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

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 8/10/23 listing of bills.

Consent Agenda Items

1. Approval of July 6, 2023, minutes.
2. Payment #6 to Concrete Technologies for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 in the amount of \$5,655.40.
3. Payment #9 to McClure Engineering Company for General On-Call Engineering Services in the amount of \$9,631.25.
4. Payment #9 to McClure Engineering Company for services that include North Property Line Box Hangars in the amount of \$32,573.50.
5. **RESOLUTION 2023-17** approving the lease agreements with the individuals and/or organizations.
6. Approval of Bills and Transfer of Necessary Funds, \$66,582.32.
7. Approval of August 2023 Financial Reports.

Approval of Consent Agenda Items

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

New Business

1. **RESOLUTION 2023-18** authorizing the Board Chairperson to sign the construction contract for the North Property Line Box Hangars (Site Work and Vertical Infrastructure) project at the Ankeny Regional Airport. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Wangsness.
2. **RESOLUTION 2023-19** confirming the granting of an underground electric easement to MidAmerican Energy Company for the installation of an electric cable to serve the Acme

Aviation Hangar on the Ankeny Regional Airport. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Wangsness.

3. Runway 18/36 Emergency Partial Depth Patches Project: Motion to approve: a) Change Order #1 in the amount of \$2,173.42, which reduces the final contract amount based on as-built field measured quantities; b) Statement of Completion; c) **RESOLUTION 2023-20** accepting the public improvements as completed by Ridnour Construction of Windsor Heights, Iowa in the final amount of \$32,824.08; and d) Payment #1 Final in the amount of \$32,824.08. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Wangsness.
4. Motion to approve the proposal from MidAmerican Energy Company to install an electric cable on airport property to serve the proposed North Property Line Box Hangars for the refundable amount of \$12,450.33. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Wangsness.
5. Motion to accept the electrician's proposal to replace the non-working rotating beacon at the Ankeny Regional Airport. No motion. Item tabled until next meeting.
6. Motion to approve payment to Ridnour Construction of Windsor Heights, Iowa for 16 additional emergency pavement patches on Runway 18/36 in the amount of \$2,002.88. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Wangsness.
7. Motion to approve the Special Event Application for the September 14, 2023 Above & Beyond Cancer Fundraiser to be held within the terminal building pending the required submittals. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Wangsness.

Reports

- A. Engineering Report – Moritz
 - a. North Property Line Box Hangars Project: Acquisition of Sanitary Sewer Easement on SPAL Property
 - b. ADA Compliance Review – Entrance into the Iowa Aviation Heritage Museum
- B. Staff Report – Moritz
 - a. Tee Hangar Buildings: Rain Gutter Repair Estimate by Jensen Builders
 - b. Schedule for Tee Hangar Inspections – September 12, 2023
 - c. Update on the FOD Commander – Runway 18/36 Cleaning
- C. Legal Counsel Report - None
- D. Board Report – None
- E. Chair Report – None

Executive Session

- A. At 5:45 p.m. Gardner moved, second by Novak, 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: Gardner, Novak, Ashby, Wangsness. The Board adjourned the Executive Session and reconvened to regular session at 6:08 p.m.

Adjournment

The meeting was adjourned at 6:09 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness Chairperson

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