

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)  
Thursday, August 5, 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. Board Members Greg Johnson, Dr. Paul Novak and Bill Gardner were in attendance. Due to the Covid-19 Pandemic, Board Member Todd Ashby joined the meeting via conference call. Dave Kalwishky and Dan Stull (Exec 1) were in attendance as well as Jay Pudenz (McClure). Airport Board Manager Paul Moritz, City Attorney Amy Beattie, Administrative Services Director Jennifer Sease and Recording Secretary Mandy Hanson were also present.

**Oath of Office to Polk County Representative Dr. Paul Novak – term expiring 6/30/25**

Chairman Wangsness administered the Oath of Office to Dr. Paul Novak.

**Perfecting and Approval of the Agenda with amendment**

Board Member Novak moved, second by Gardner, to approve the agenda with amendment, removal of Item 10B. Ayes: 5.

**FBO Report**

Dave Kalwishky reported he is aware of three underground wiring problems on Runway 18/36. Moritz will set up a time with Kalwishky to inspect what the issue could be and report back. Pavement repairs are underway on Runway 18/36 and the Taxiway B/C/D intersection. Additional pavement failures were identified that were not included in the original contract. Two change orders will be considered by the Board under Reports.

**Finance / Budget Report**

Novak reported on the 8/5/21 listing of bills.

**Consent Agenda Items**

1. Approval of July 8, 2021, minutes.
2. Payment #41 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$1,595.00.
3. Payment #8 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 2 in the amount of \$7,966.54.
4. Payment #2 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 in the amount of \$17,830.00.
5. Approval of Bills and Transfer of Necessary Funds, \$39,231.59.
6. August 2021 Financial Reports
7. 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-7. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.

## New Business

- A. **Resolution 2021-29** 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 3 at Ankeny Regional Airport. (date of bid letting: August 31, 2021 at 10:30 a.m. / date of hearing September 9, 2021 at 5:00 p.m.) Novak moved, second by Gardner, to adopt Resolution 2021-29. Ayes: Novak, Gardner, Ashby, Johnson, Wangsness.
- B. **Motion to approve the Friends of Army Aviation Special Events Application for September 8 through September 12, 2021.** Removed.
- C. **Motion to approve the Boy Scouts of America Special Events Application for October 8 through October 10, 2021.** Ashby moved, second by Novak, to approve the Boy Scouts of America Special Events Application pending receipt of fees. Ayes: Ashby, Novak, Gardner, Johnson, Wangsness.
- D. **Motion to approve the Construction Plans and Schedule for the Simple Holdings, LLC Box Hangar by Matthew Sawhill – Phase 3 of Taxiway D Box Hangar Development.** Moritz referred to his memo in the agenda packet. The Board discussed exterior color standards and adding more specific language to future leases for consistency purposes on hangars that will be constructed. Ashby moved, second by Gardner, to approve the Construction Plans and Schedule for the Simple Holdings, LLC Box Hangar by Matthew Sawhill. Ayes: Ashby, Gardner, Johnson, Novak, Wangsness.
- E. **Resolution 2021-30** authorizing the approval, publication, and submittal of the NPDES General Permit #1 for “Storm Water Discharge Associated with Industrial Activity” and the corresponding Storm Water Pollution Prevention Plan (SWPPP) for Ankeny Regional Airport. Gardner moved, second by Johnson, to approve Resolution 2021-30. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.

## Reports

- A. Engineering Report
  - a. Report on 2021 Emergency Airfield Pavement Repairs by I-80 Concrete Design  
Pudenz reported there were four bids received with the low bid being from I-80 Concrete Design in the amount of \$10,820.00. Additional pavement failures were identified after the original contract quantities were approved. Two failures are located on Runway 4/22 and are reflected on Change Order #1 increasing the contract by \$4,804.00. Two additional failures are located on Runway 18/36 and are reflected on Change Order #2 increasing the contract by \$1,250.00. The total project cost is \$16,874.00. Novak moved, second by Gardner, to approve Change Orders #1 and #2. Ayes: Novak, Gardner, Ashby, Johnson, Wangsness.
  - b. Design of Taxiway D Apron and Access Roadway Paving – Phase 3 Project  
Pudenz reported the project is ready to bid.
- B. Staff Report
  - a. Update on Aircraft Noise Complaints  
Kalwishky reported on his discussion with Brian Gowen, a flight instructor with Central Iowa Air Service. Kalwishky commented that a limit in hours would affect some clientele who start training early in the morning and then go to work and believes that flight training has increased this year due to Covid.

- b. Update on Taxiway D – Phase 1 and Phase 2 Hangar Construction  
Moritz reported on the status of Phase 1 and Phase 2 lease payments and hangar construction schedules.
- c. Update on Foam Trailer for Fire Suppression  
Moritz reported he reached out to Chief Clack for an update. There are still 500 gallons of foam in the foam trailer and 20 gallons of foam in each of the firetrucks. The foam has not been deemed hazardous by the Iowa DNR at this point but it is anticipated to be in the future and will need to be replaced. Moritz will look into obtaining a grant to help offset the cost of disposing of the foam.
- d. Discussion regarding retaining a Marketing Consultant to study airport usage  
Moritz reported he was contacted by Steve Van Oort about hiring a consulting firm to perform a study on airport usage. He will start the process in locating one and will report back.
- e. Update on Acquisition of Rotary Broom for Snow Operations  
Moritz reported he is working with Steve Moyna of the Elder Corporation on cost-effective options for acquiring a rotary broom for snow operations. The intent is to have a larger and more effective rotary boom in use at the airport this winter. One option discussed was adding high-flow hydraulics and a rotary broom to the front of a rubber-tired end loader. Elder Corp. would provide the equipment and labor on an hourly basis. Wangsness and Moritz will continue to discuss options with Steve Moyna and report back.
- f. Development of FY 2023 Airport Capital Improvements Program  
Moritz has generated two CIP rough drafts. He will meet with Jennifer and in the near future would like to get the Executive Committee together to review the plans.

- C. Legal Counsel Report - None
- D. Board Report – None
- E. Chair Report - None

**Adjournment**

The meeting was adjourned at 5:56 p.m.

Attest: \_\_\_\_\_  
Mandy Hanson, Recording Secretary

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

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