

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, September 7, 2023 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

Acting Chairman Todd Ashby joined the meeting electronically and called the meeting to order at 5:00 PM. Board Members Greg Johnson, William Gardner and Dr. Paul Novak were in attendance. Chairman Jeff Wangsness was absent. Dave Kalwishky (Exec 1) was in attendance. Jay Pudenz (McClure) joined the meeting electronically. 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 Novak moved, second by Johnson, to approve the agenda without amendment. Ayes: 4.

Public Forum

Chad Chiocine addressed the Board regarding beekeeping.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 9/7/23 listing of bills.

Consent Agenda Items

1. Approval of August 10, 2023, minutes.
2. Payment #10 to McClure Engineering for AIP Site Work & GAVI Vertical Infrastructure for the North Property Line Box Hangars in the amount of \$5,858.00.
3. Payment #1 to McClure Engineering Company for Site Work & Vertical Infrastructure – Construction Mgmt. Administration & Observation Service for the North Property Line Box Hangars in the amount of \$6,988.75.
4. Payment #10 to McClure Engineering Company for General On-Call Engineering Services in the amount of \$3,568.75.
5. Task Order Two-Payment to HDR Engineering, Inc. for Environmental Assessment services in the amount of \$10,079.50.
6. **RESOLUTION** 2023-21 approving the lease termination and lease agreement with the individuals detailed on the attached.
7. Approval of September 2023 Financial Reports.
8. Approval of Bills and Transfer of Necessary Funds, \$98,785.05.

Approval of Consent Agenda Items

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

New Business

1. **RESOLUTION 2023-22** accepting the quotation for the replacement of the Rotating Beacon at the Ankeny Regional Airport from Van Maanen Electric in the amount of \$22,753.00. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.
2. Motion to approve the proposal from Speck USA in the amount of \$1,759.23 for the 2023 Pavement Markings program at the Ankeny Regional Airport. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson.
3. **RESOLUTION 2023-23** authorizing the execution of Task Order No. 3 for design services with McClure Engineering Company for the Taxiway D Apron and Access Roadway Paving – Phase 4 Project. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.
4. **RESOLUTION 2023-24** authorizing the execution of Amendment No. 1 to Task Order No. 2 for Environmental Assessment Services with HDR Engineering for the Runway 18/36 Extension Project. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.
5. Motion to approve property, electronic data processing and boiler/equipment breakdown insurance with Cincinnati Insurance Companies for policy year 9/20/23 – 9/19/24 and authorize premium payment in the amount of \$39,742. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.
6. Motion to approve airport liability insurance with Ace Property and Casualty Insurance Company for policy year 9/20/23 – 9/19/26 and authorize premium payment in the amount of \$8,325. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
7. Motion to approve public officials' liability insurance with Hudson Insurance Company for policy year 9/20/23 – 9/19/24 and authorize premium payment in the amount of \$1,500. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.

Reports

- A. Engineering Report – Moritz & Pudenz
 - a. Meeting with FAA: Possible Schedule and Funding for Runway 18/36 Reconstruction
 - b. North Property Line Box Hangar Project: Wetland Mitigation and Project Schedule
 - c. Airport Signing and Entry Improvements: Meeting with City
- B. Staff Report – Moritz
 - a. Update on Gutter Replacements – Six Tee Hangar Buildings
 - b. Update on Emergency Patching of Runways
- C. Legal Counsel Report - None
- D. Board Report – None
- E. Chair Report – None

Executive Session

- A. At 6:06 p.m. Novak moved, second by Gardner, 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: Novak, Gardner, Ashby, Johnson. The Board adjourned the Executive Session and reconvened to regular session at 6:28 p.m.

Adjournment

The meeting was adjourned at 6:28 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Todd Ashby, Acting Chairperson

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