

Minutes of the
POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, May 9, 2019, at the Ankeny Regional Airport, 3737 Convenience Blvd., Ankeny, Iowa. The meeting was called to order at 5:00 P.M.

- Item 1) ROLL CALL – MEMBERS PRESENT:** GARDNER, GARRISON, NILLES, NOVAK
MEMBERS ABSENT: ASHBY, BARBER, WANGSNESS
Acting Chairperson, Dr. Paul Novak, called the meeting to order. Present from the City of Ankeny were Airport Board Manager, Paul Moritz; Jennifer Sease, Administrative Services Director; Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Dan Stull and Jeff Moore were present from EXEC 1. Representing McClure Engineering was Andy Maysent.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITHOUT AMENDMENT.**
It was moved by Jake Nilles and seconded by Bill Gardner to approve the agenda without amendment. VOTE: YEA: NILLES, GARDNER, GARRISON, NOVAK
- Item 3) AUDIENCE WITH VISITORS**
Mike Callison, President, Iowa Aviation Heritage Museum, stated the committee for the Central Iowa Air Show would like permission to clean up the Expo grounds, clearing the brush, cutting down trees, etc. Attorney, Amy Beattie, stated anyone who helps with the cleanup will need to sign a release form that she will prepare and make available.
- Item 4) PUBLIC HEARING PH #2019-02**
Item 4A) Hold and Close Public Hearing
Acting Chairperson, Dr. Paul Novak, announced this is the time and place for a public hearing on the matter of adoption of plans, specifications, form of contract and opinion of probable costs for the construction of certain public improvements described as Ankeny Regional Airport – Rehabilitate Runway 18/36 Project. Notice of this hearing was published in the Des Moines Register on April 19, 2019. There were no written comments received on this hearing. Acting Chairperson Novak inquired if there was anyone present to be heard for or against said proposed project.
- Airport Board Manager, Paul Moritz, stated the engineer’s estimate base bid was \$888,065.00. Successful bidder was Fahrner Asphalt Sealers, Dubuque, IA, at \$484,664.24. A total of five bids were received and filed. Hearing no one against said project, Acting Chairperson Novak called for a motion to close the public hearing.
- It was moved by Jake Nilles and seconded by Bill Gardner to close Public Hearing #2019-02. VOTE: YEA: NILLES, GARDNER, GARRISON, NOVAK
- There was no one present to speak for or against the proposed project.
- Item 4B) Receive and file Report of Bids received on April 30, 2019**
It was moved by Dave Garrison and seconded by Jake Nilles to receive and file the report of bids received on April 30, 2019. VOTE: YEA: GARRISON, NILLES, GARDNER, NOVAK

Item 4C) Resolution 2019-14, accepting bid and making award of construction contract for the Rehabilitate Runway 18/36 Project.

It was moved by Dave Garrison and seconded by Jake Nilles to adopt Resolution 2019-14, accepting bid and making award of construction contract for the Rehabilitate Runway 18/36 Project. VOTE: YEA: GARRISON, NILLES, GARDNER, NOVAK

Item 5) FBO REPORT

Fuel Report

Inspection Report

Hangar tenant waiting list report

Tenant concerns and response report

Dan Stull, EXEC 1, stated there will be an informational meeting for the tenants regarding the upcoming runway projects on May 21, 2019. Stull stated there is also going to be a poster placed in the lobby for visual clarity.

Item 6) FINANCE / BUDGET REPORT

Dr. Paul Novak reported the last bill for snow removal was \$300.00 with the total being \$60,000.00 for last winter.

Item 7) CONSENT AGENDA ITEMS

CA-1 Approval of April 4, 2019 minutes.

CA-2 Consider motion to approve Payment #9 to McClure Engineering Co., for construction administration services on the Drainage Channel Improvements / Terminal Building Drainage Improvements Project in the amount of \$1,045.00.

CA-3 Consider motion to approve Change Order #1 with RW Excavation Solutions for replacing the steps with precast concrete steps, providing a new 24" pipe apron, and adjusting the quantity of rip rap on the Drainage Channel Improvements / Terminal Building Drainage Improvements Project decreasing the contract amount by \$1,785.00.

CA-4 Consider motion to approve Change Order #2 with RW Excavation Solutions for fortifying a retaining wall, repairing unknown tiles and storm intake on the Drainage Channel Improvements / Terminal Building Drainage Improvements Project, increasing the contract amount by \$4,826.00.

CA-5 Consider motion to approve Change Order #3 with RW Excavation Solutions for repairing a broken airfield tile line on the Drainage Channel Improvements / Terminal Building Drainage Improvements Project, increasing the contract amount by \$250.00.

CA-6 Consider motion to approve Payment #1 to RW Excavating Solutions for construction services on the Drainage Channel Improvements / Terminal Building Drainage Improvements Project in the amount of \$42, 537.39.

CA-7 Consider motion to approve Payment #8 to McClure Engineering Co., for construction administration services on the South Apron Access Road and Utilities – Phase 1 in the amount of \$2,133.75.

CA-8 Consider motion to approve Payment #5 to McClure Engineering Co., for construction administration services on the Reconstruct Taxiways A & C North, Rehab Taxiways B, C and T-hangar Taxilanes project in the amount of \$3,663.31.

CA-9 Consider motion to approve Payment #5 to McClure Engineering Co., for design and bidding services on the Rehabilitate Runway 18/36 project in the amount of \$17,562.00.

CA-10 Consider motion to approve Payment #1, to Sternquist Construction for construction services on the South Apron Access Road & Utilities Phase 1 project in the amount of \$61,741.65.

CA-11 Consider motion to approve Change Order #2 to Sternquist Construction for installing additional water main increasing the contract amount for the South Apron Access Road and Utilities – Phase 1 Project by \$30,433.55.

CA-12 Consider Change Order #1 increasing the project time length by one month (to June 10, 2019) on the Site Demolition and Disposal – 2108 SE Oralabor Road project.

CA-13 Approval of Bills and Transfer of Necessary Funds, \$132,828.80.

CA-14 May 2019 Financial Reports

CA-15 Accounts Receivable Aging Summary

Motion to approve consent agenda items CA-1 to CA-15

It was moved by Bill Gardner and seconded by Jake Nilles to approve consent agenda items CA-1 through CA-15. VOTE: YEA: GARDNER, NILLES, GARRISON, NOVAK

Item 8) REMOVED CONSENT AGENDA ITEMS: NONE

Item 9) OLD BUSINESS:

A. Approval of Experimental Aircraft Association B-17 Tour Special Event Permit application for June 21 – 23, 2019.

It was moved by Jake Nilles and seconded by Bill Gardner to approve the application for the Experimental Aircraft Association B-17 Tour Special Event, pending receipt of insurance and all applicable fees. VOTE: YEA: NILLES, GARDNER, GARRISON, NOVAK

B. Approval of Central Iowa Airshow Special Event Permit application for August 23 – 25, 2019.

It was moved by Jake Nilles and seconded by Dave Garrison to approve the application for the Central Iowa Airshow Special Event, pending receipt of insurance and all applicable fees. VOTE: YEA: NILLES, GARRISON, GARDNER, NOVAK

Item 10) NEW BUSINESS

Acting Chairperson, Dr. Paul Novak, stated the signage for the airport needs to be updated. Andy Maysent said he would look into funding for such a project.

Item 11) REPORTS

Item 11A) Engineering Report

a. Drainage Improvements Project – Construction

Andy Maysent, McClure Engineering, reported this project's expected completion is next week.

b. South Apron Paving / Utilities Project – Construction

Maysent reported this project's expected completion is mid-June.

c. Reconstruct Taxiways A & C North – Construction

Maysent reported this project will start on July 22, 2019.

d. Rehabilitate Runway 18/36 – Design / Bidding

Maysent reported the start date for this project is September 9, 2019.

e. SE Convenience Blvd. Extension Project – DOT Reimbursement

Paul Moritz reported the punch list has been completed. Moritz recommended replacing the concrete in two areas where water is ponding.

Item 11B) Staff Report

a. Contamination Plume – Casey’s Property

Paul Moritz stated in the past, Casey’s Corporation had an underground leak which caused contamination at three locations on the airport property. Since there is contamination in the ground, the Iowa Department of Natural Resources (DNR) is requiring iron pipe and special gaskets be installed for the water main. The additional cost to the project is \$21,000.00. Andy Maysent stated these rules will also apply for further airport growth as we need to extend the water main. Amy Beattie stated it wouldn’t hurt to send a letter to Casey’s asking for reimbursement for the additional expense.

b. Hydrant Repair by City of Ankeny

Moritz reported parts needed to be ordered to repair the hydrant.

c. Clark Property Demolition

Moritz reported the DNR deemed the barn on the Clark Property a commercial property since it was a sale barn in the past. Commercial properties require asbestos testing prior to receiving a demolition permit. Impact 7G found small amounts of asbestos in the window glazing. JDA has submitted a change order asking for an additional month, until June 10, for the demolition at the Clark property.

d. Perficut Treatments

Moritz reported that Jay Pudenz, McClure Engineering, is following up with Perficut on the treatment schedule.

e. Brochure for Partnership Trip

Moritz provided a copy of the updated brochure Todd Ashby took on the Partnership Trip.

f. AllEnergy Hangar Development

Moritz reported he sent a reminder email to Dean Sukowatey stating he needs to have site plan approval and construction plans approved so that hangar construction starts by August 12, 2019.

Paul Moritz stated we missed the Iowa DOT deadline to submit an application for the South Apron Access Road Relocation Project. We will submit the application next year. Andy Maysent stated the design process will start this fall.

11C) LEGAL COUNSEL REPORT:

a. Discussion and direction regarding the PCAA meeting which falls on July 4, 2019.

It was the consensus of the Board to reschedule the July 4, 2019 meeting for July 11, 2019. This will be approved at the June 6, 2019 meeting.

11D) BOARD REPORT: NONE

11E) CHAIR REPORT: NONE

Item 12) ADJOURN

There being no further business, it was moved by Jake Nilles and seconded by Bill Gardner to adjourn the meeting. VOTE: YEA: NILLES, GARDNER, GARRISON, NOVAK

The meeting adjourned at 5:38 p.m.

Attest: _____ Signed: _____
Margaret Waldschmitt Dr. Paul Novak
Recording Secretary Acting Chairperson

