MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, January 9, 2025 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

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

Administrative

The oath of office was administered to Current Board Member Greg Johnson – term expiring December 31, 2028 by Board Treasurer, Bill Gardner.

Approval of Agenda

Board Member Novak moved, second by Johnson, to approve the agenda without amendment. Ayes: 5.

Public Forum

Mickey McGilvra, Mike Callison and Nathan Smith addressed the Board regarding the Vintage Flying Club Tee Hangar Lease Renewal.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 1/9/25 listing of bills.

Consent Agenda Items

1. Approval of December 5, 2024 minutes.
2. **RESOLUTION 2025-01** approving the lease agreements with the individuals and/or organizations detailed.
3. **RESOLUTION 2025-02** authorizing the execution of a Farm Lease with Todd Volz.
4. Motion to receive and file the Financial Statements for the Years Ended June 30, 2024 & 2023.
5. Payment #5 to 818, LLC for the fabrication and installation of the new airport sign in the amount of $1,250.00.
6. Payment #2 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 – Design and Bidding for the North Property Line Box Hangars in the amount of $41,918.05.
7. Payment #5 to McClure Engineering Company for Extend Runway 18: ADIP/Aeronautical Survey, Airspace Analysis and Data in the amount of $37,920.60.
8. Payment #13 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of $10,281.74.

9. Payment #3 to McClure Engineering Company for Extend Runway 18: Design and Bidding Services in the amount of $34,207.50.
10. Payment #26 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of $5,740.00.
11. Payment #1 to McClure Engineering Company for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project in the amount of $23,901.00.
12. Approval of Bills and Transfer of Necessary Funds, $196,522.17.
13. Approval of January 2025 Financial Reports.

Approval of Consent Agenda Items

Board Member Johnson moved, second by Novak, to approve Consent Agenda Items CA-1 through CA-13, excluding CA-2. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

Removed Consent Agenda Items

Board Member Johnson moved, second by Novak, to approve CA-2, **RESOLUTION 2025-01** approving the lease agreements with the individuals and/or organizations detailed, and highlighted in blue on the lease list attached in the packet. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

New Business

1. **RESOLUTION 2025-03** authorizing the execution of a Farm Lease for the year 2025 with Johnson Brothers of Ankeny. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
2. **RESOLUTION 2025-04** accepting two proposals from MidAmerican Energy in the total amount of $21,971.82 for the installation of 1,055 feet of gas main to serve the North Property Line Box Hangars. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
3. **RESOLUTION 2025-05** fixing a date for the hearing on the plans, specifications, opinion of probable cost and form of contract, taking of bids and awarding the construction contract for the North Property Line Box Hangars – Phase 2 Project. (date of bid opening: 1/29/25 @ 10:30 a.m./date of hrg: 2/6/25 @ 5:00 p.m.) Johnson, moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

Reports

A. Engineering Report – Pudenz
    a. Runway 18/36 Reconstruction and Extension Design – Reimbursable Agreement Status
    b. South Corporate Terminal Area Development – Phase 1 Preliminary Design.
B. Staff Report - Moritz
    a. Repairs to the Perimeter Fence Walk-thru Gates
    b. 2024 Tee Hangar Inspections.
    c. Construction Update – Taxiway D Private Box Hangars.
    d. Deicer Trailer – Motor Replacement.
C. Legal Counsel Report – Beattie
    a. Update on Through the Fence Agreement with Van Houweling.
D. Board Report
E. Chair Report

Adjournment

The meeting was adjourned at 6:12 p.m.

Attest: ______________________________ Signed: ___________________________
Diane Klemme, Recording Secretary Jeff Wangsness, Chairperson

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