

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, February 6, 2025 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

Chairman Jeff Wangsness joined the meeting electronically and called the meeting to order at 5:00 PM. Board Members William Gardner and Greg Johnson were in attendance. Dr. Paul Novak was in attendance and left the meeting at 6:00 p.m. Todd Ashby joined the meeting electronically. Dave Kalwishky (Exec 1), Austin Moran (McClure), City Attorney Erin Clanton, Airport Board Manager Paul Moritz, Administrative Services Director Jennifer Sease and Recording Secretary Diane Klemme were present.

Approval of Agenda

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

Public Hearing – 2025-01

- A. Chairperson Wangsness announced that this is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contracts and opinion of probable costs for the construction of certain public improvements described as the North Property Line Box Hangars – Phase 2 project. Notice of this hearing was published in the Des Moines Register on January 24, 2025. Airport Board Manager Paul Moritz reported there were four bidders. The lowest bidder was Jensen Builders, Ltd of Des Moines, Iowa, with a total of \$633,661.10. The engineer's estimate of cost was \$992,853.00.

Chairman Wangsness then asked for any public comment regarding the proposed project, and there were none. Board Member Novak moved to close Public Hearing 2025-01, Johnson seconded. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.

- B. Board Member Ashby moved, second by Novak, to receive and file Report of Bids received on January 29, 2025. Ayes: Ashby, Novak, Gardner, Johnson, Wangsness.
- C. Board Member Johnson moved, second by Novak to adopt **RESOLUTION 2025-06** awarding the contract to Jensen Builders, Ltd of Des Moines, Iowa, with a total of \$633,661.10 for the construction contract for the North Property Line Box Hangars – Phase 2 project. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 2/6/25 listing of bills.

Consent Agenda Items

1. Approval of January 9, 2025 minutes.
2. Payment #5 to Concrete Technologies for Taxiway D Apron and Access Roadway Paving – Phase 4 in the amount of \$23,418.63.

3. Payment #4 to HDR Engineering for Professional Consulting Services in the amount of \$651.43.
4. Payment #27 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$1,510.00.
5. Payment #4 to McClure Engineering for Extend Runway 18: Design and Bidding Services in the amount of \$37,368.00.
6. Payment #14 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of \$10,281.74.
7. Payment #3 to McClure Engineering for Site Work & Vertical Infrastructure – Phase 2 – Design and Bidding for the North Property Line Box Hangars in the amount of \$14,731.25.
8. Payment #2 to McClure Engineering Company for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project in the amount of \$21,750.00.
9. Approval of Bills and Transfer of Necessary Funds, \$171,409.89.
10. Approval of February 2025 Financial Reports.
11. **RESOLUTION 2025-07** approving 2025 lease agreements.

Approval of Consent Agenda Items

Board Member Gardner moved, second by Novak, to approve Consent Agenda Items CA-1 through CA-11. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.

New Business

1. Motion to approve a Cooperative Service Agreement with the United States Department of Agriculture APHIS Wildlife Services in the amount of \$7,000.00 for wildlife management at the Ankeny Regional Airport for 2025. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
2. Motion to approve the proposal from Platinum Fence Company of Pleasant Hill in the amount of \$1,500.00 to repair two personnel gates in the perimeter fence at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
3. Motion to approve the renewal of the annual lease for Tee Hangar Number C-06 to the Vintage Flying Club for the year 2025. Gardner moved, second by Ashby. Ayes: Gardner, Ashby, Novak, Johnson, Wangsness.
4. Motion to approve a quote from Ridnour Construction in the amount of \$785.30 for crack repairs within three tee hangars in Tee Hangar Building J. Gardner moved, second by Novak to instruct Ridnour Construction to use an alternate material, other than tar, for crack repairs in an amount no to exceed \$1,200.00. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.
5. Motion to approve staff notifying the owners of non-airworthy aircraft within the tee hangars that they need to meet the airworthy requirement before the 2025 lease term expires. No motion was made. Item to be brought back for vote at the March 6, 2025 meeting.

Reports

- A. Engineering Report – Moran
 - a. South Corporate Terminal Area Development – Phase 1 Preliminary Design by HDR
 - b. Runway 18/36 Reconstruction and Extension Design – Reimbursement Agreement and Funding Status
 - c. North Box Hangars Phase 1 Project – Gas Main Extension
 - d. Reconstruct Airport Entrance, Roundabout and Terminal Parking Lot Project – Design Update

- B. Staff Report - Moritz
 - a. Consider obtaining quotes to replace the rain gutters on Tee Hangar Buildings I and J at the Ankeny Regional Airport
 - b. Annual Hangar and Garage Inspections completed January 17, 2025
 - c. Discussion with Exec 1 – Terminal Building Utilization Concept
 - d. Repairs to Lights for the Airfield Wind Socks
 - e. Tee Hangar Buildings – Nonworking Exterior Lights
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 6:08 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Chairperson

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