

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)  
Thursday, December 4, 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), Dave Joens (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 Novak moved, second by Johnson, to approve the agenda without amendment. Ayes: 5.

### **Public Forum**

Mitchell Sellers addressed the Board regarding installing a heat source to his hangar.

### **FBO Report**

Dave Kalwishky reviewed his FBO Report with the Board.

### **Finance / Budget Report**

Gardner reported on the 12/4/25 listing of bills.

### **Consent Agenda Items**

1. Approval of November 6, 2025 minutes.
2. Payment to Foth Infrastructure & Environment for Runway 18/36 Construction Services in the amount of \$4,200.00.
3. Payment #36 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$4,726.76.
4. Payment #4 to McClure Engineering Company for services that include Construction Administration and Observation Services to Reconstruct Runway 18/36 in the amount of \$19,389.56.
5. Payment #8 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 – Construction Management, Administration & Observation Service for the North Property Line Box Hangars in the amount of \$9,979.86.
6. Payment #4 to McClure Engineering Company for Construction Administration, Observation & Closeout Services for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project in the amount of \$18,860.33.
7. Approval of Bills and Transfer of Necessary Funds, \$178,605.87.
8. Approval of December 2025 Financial Reports.

### **Approval of Consent Agenda Items**

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

## New Business

1. Motion to approve election of Chairperson, Secretary and Treasurer for terms expiring December 31, 2027. It was moved by Novak and seconded by Johnson for Wangsness to remain as Chairperson, for Ashby to remain as Secretary and for Gardner to remain as Treasurer through the end of 2027. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
2. **RESOLUTION 2025-46** approving the FY 2027 Airport Capital Improvements Program (ACIP) for the Ankeny Regional Airport. Ashby moved, second by Novak. Ayes: Ashby, Novak, Johnson, Gardner, Wangsness.
3. Motion to approve the purchase of a Kubota Midsize Utility Tractor from Capital City Equipment in an amount not to exceed \$79,795.09. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
4. Motion to approve the purchase of a Land Pride Rotary Cutter from Capital City Equipment in an amount not to exceed \$31,093.36. Ashby moved, second by Johnson. Ayes: Ashby, Johnson, Gardner, Novak, Wangsness.
5. Motion to approve the purchase of a Kubota Zero Turn Mower from Capital City Equipment in an amount not to exceed \$19,379.73. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
6. Motion to approve the purchase of a Western Adjustable Wing Snowplow from Truck Equipment in an amount not to exceed \$10,817.00. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
7. Motion to approve the purchase of a Salt Spreader and Spray on Bed Liner from Hawkeye Truck Equipment in an amount not to exceed \$7,166.00. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
8. **RESOLUTION 2025-47** authorizing the execution of Task Order 14 for design and bidding services with McClure Engineering on the Construct Maintenance Storage Facility Project in an amount not to exceed \$150,340.00. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
9. Motion to approve the proposal from Construction Materials Testing Services to complete the geotechnical services needed for the design of the Construct Maintenance Storage Facility Project in an amount not to exceed \$9,560.00. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
10. Motion to approve a proposal from Exec 1 Aviation to increase the hourly compensation rate for the utilization of the Oshkosh snow machine for the year 2026. Gardner moved, second by Johnson to amend the current agreement with Exec 1 to increase the hourly compensation by \$250.00 effective January, 2026. The new amended agreement will be brought forward for a vote at the January 8, 2026 meeting. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.

## Reports

1. Engineering Report – Joens
  - a. Construction Update – Reconstruct Airport Entrance Roundabout and Terminal Parking Lot project.
  - b. Runway 18/36 Extension – Status of CPF Federal Grant Application.
2. Staff Report - Moritz
  - a. Tee-Hangar D9: Status of aircraft within the hangar.
  - b. Request for cropland lease rate adjustment – Dennis Miller.
  - c. Des Moines Partnership/Polk County – Potential grant opportunity for South Terminal Area.
3. Legal Counsel Report

4. Board Report
5. Chair Report

### **Adjournment**

The meeting was adjourned at 5:55 p.m.

Attest: \_\_\_\_\_  
Diane Klemme, Recording Secretary

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

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