MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, November 10, 2022 - 5:00 PM
Ankeny Kirkendall Library – City Council Chambers

Chairman Jeff Wangsness called the meeting to order at 5:00 P.M. Board Members Greg Johnson and Paul Novak were in attendance. Todd Ashby joined the meeting electronically. William Gardner was absent. Dave Kalwishky (Exec 1) and Jay Pudenz (McClure) were in attendance. 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.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board and led the discussion on obtaining a FOD Boss Runway Cleanup Equipment/Drag.

Finance / Budget Report

Sease reported on the 11/10/22 listing of bills.

Consent Agenda Items

1. Approval of October 6, 2022, minutes.
2. Payment #56 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of $1,095.00.
3. Payment #3 to McClure Engineering Company for services that include reconstruct/strengthen and extend Runway 18/36 in the amount of $18,103.00.
4. Approval of Bills and Transfer of Necessary Funds, $49,062.94.
5. Approval of November 2022 Financial Reports.

Approval of Consent Agenda Items

Board Member Ashby moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-5. Ayes: Ashby, Johnson, Novak, Wangsness.

New Business

1. **RESOLUTION 2022-35** granting a Temporary Construction Easement to Hubbell Realty Company to facilitate the relocation of a section of drainage channel onto the Ankeny Regional Airport. Johnson moved, second by Ashby. Ayes: Johnson, Ashby, Novak, Wangsness.
2. Motion to verify the signing of a petition for the rezoning of the NGR, Incorporated property located on the east side of the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Wangsness.
3. Motion to approve a proposal from Voltmer Electric, Inc. in the amount of $16,808.97 to remove and replace the Runway End Identifier Lights (REIL) on Runway 4. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Wangsness.

4. **RESOLUTION 2022-36** authorizing the execution of a Farm Land Lease with PowerPollen of Ames, Iowa, for leasing of 110.97 acres for the purposes of farming and crop research. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Wangsness.
5. **RESOLUTION 2022-37** approving Garage, Hangar and Tie-Down Lease documents effective for Calendar Year 2023, amending monthly rates to $125 for Garage Leases and $195 for Hangar Leases. Ashby moved, second by Johnson. Novak abstained. Ayes: Ashby, Johnson, Wangsness.
6. Motion to direct HDR Engineering, Inc to prepare a scope of services for an environmental assessment needed for the Runway 18/36 Strengthening Project, the Runway 18/36 Extension Project, and the South Corporate Terminal Area Development. Ashby moved, second by Novak. Ayes: Ashby, Novak, Johnson, Wangsness.
7. **RESOLUTION 2022-38** approving the adoption of a Land Disposal Policy for the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Wangsness.
8. **RESOLUTION 2022-39** authorizing the execution of a Subordination Agreement with Acme Aviation, LLC and First Interstate Bank for the Acme Aviation – Taxiway D Box Hangar at the Ankeny Regional Airport. Ashby moved, second by Novak. Ayes: Ashby, Novak, Johnson, Wangsness.

Reports

A. Engineering Report – Pudenz
    a. Discussion on the Runway 18/36 Strengthening Project – Preliminary Engineering Report
    b. North Property Line Box Hangars – Phase 1 Project – Update on survey and design
    c. On-Call Planning Services by HDR Engineering, Inc. – Preparation of Task Order No. 1
B. Staff Report – Moritz
    a. Review of the Proposed FFY 2024 Airport Capital Improvements Program
    b. Update on Deicer Trailer Acquisition
    c. B.I.L. Airport Terminal and Tower Grant Application Submittal
    d. Request from Acme Aviation, Inc. for the installation of a gang mailbox
C. Legal Counsel Report - None
D. Board Report – None
E. Chair Report – None

Adjournment

The meeting was adjourned at 6:04 p.m.

Attest: _____ Signed: _____
Diane Klemme, Recording Secretary Jeff Wangsness, Chairperson

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