

IOWA FALLS AIRPORT AUTHORITY

Iowa Falls Airport  
Highway 65 South  
641-648-3191

**Minutes of Regular Meeting**  
**Tuesday, December 10<sup>th</sup>, 2019**  
**7:00 AM**

**Call to Order:** Meeting was called to order by Chairperson Sue McDowell @ 7:00am.

**Roll Call: Members present were Sue McDowell, Jarod Wood, Jeremy Heem, Joe Scallon, Tim Skyles and Lin Baldwin, Airport Manager Craig Coon. Beau Carpenter was absent.**

**Acceptance of Agenda** Agenda was Ok'd by Jerod Wood, and 2<sup>nd</sup> by Lin Baldwin, Motion carried.

**Public Comment:**

**Approval of Minutes of Previous Meetings:** Joe Scallon moved to approve the minutes of the previous meeting, Jarod Wood second, motion carried.

**Fixed Base Operator/Airport Manager Report Had** Jay Pudenz, McClure Engineering is mostly giving progress reports on projects. Need programmable thermostat in downstairs and moved from small office to hallway. Monthly flowage was 1,284 gallons of fuel. Agenda clean up in process. Tree project is 100% complete and approved by the FAA, we need to send a copy to the Iowa DOT for the reimbursement from them with a request for additional funding due to the increased cost because of the enlarged scope of the project. Culligan is supposedly delivering costs on their different levels of arsenic mitigation. Talked to City Manager Jody Anderson about making intra-fund transfers to negate our balances showing large losses or negative balances. Will meet with Jody and Kaci Elkin about this on Monday, December 9<sup>th</sup>. Geotech boring is complete for both runway and taxiway projects. Results pending.

**Approval of Monthly Bills;**

Culligan Softener salt	\$ 67.20
AgVantage 87 octane gas	662.03
Plow Truck Service	950.27
Wildlife mitigation	314.00
IFE's	5,500.00
Tree Removal (Southern Oaks Tree Service)	10,000.00
McClure Engineering Tree Removal Engineering	500.00
McClure Engineering CatEX	4,743.14
McClure Engineering Runway Engineering	27,103.50
McClure Engineering Taxiway Engineering	34,220.50
McClure Engineering Floodplain #1	4,542.50
McClure Engineering Times Citizen Classified	41.98
Total Expenditures for Month	\$ 88,645.12

Jarod Wood moved and Lin Baldwin second motion to approve the above monthly bills. Motion carried with a voice vote.

**OLD BUSINESS:**

1. **Consider Motion to Approve Task Order #3 for Engineering Services for Fuel Facility Upgrade; 80% Reimbursement;** Tim Skyles moved to approve the task order, Lin Baldwin second, motion carried.
2. **Consider Motion to Approve Task Order #4 for McClure Engineering for design and Bidding to Construct Parallel Taxiway B project, 100% Reimbursement by FAA;** Jeremy Heem moved that we approve Task Order #4, Jerod Wood second motion carried.
3. **Consider Motion to Approve Task Order #5 for McClure Engineering for Design and Bidding to Rehabilitate Runway 13/31.** Lin Baldwin moved to approve task order #5, Tim Skyles second and motion carried.
4. **Review and Approve Draft Submittal of CIP/McClure Engineering;** Table for now.
5. **Arsenic Filter/Whole House Filter Options/Possible Action;** Joe Scallon moved that go forward with forming a plan for the arsenic mitigation, Tim Skyles second motion, motion carried unanimously.
6. **Discussion Regarding Leases for Apartment and Farm;**
7. **Discussion/Action on Maintenance on Courtesy Car and IH Tractor;**
8. **Local Buying vs Less Expensive Alternatives Discussion:** In the interest of saving money it was determined if there is a large difference to go with the less expensive way.

**NEW BUSINESS**

1. **Review and Approve Final CIP for FAA Submittal;** Joe Scallon moved that we proceed with the submitting the CIP. Jarod Wood second motion and motion carried on voice vote.
2. **Discuss and Approve Changes Required to Satisfy FAA Grant Risk Assessment;**  
The FAA is primarily interested in continuance of the project (taxiway B) in the event that Craig Coon isn't able to see to the process. In that event it was determined that the Chairperson would appoint a successor to oversee the process until a new FBO /Airport Manager could be hired. This was consensus by the board.
- 3.

Meeting was adjourned @ 8:20AM  
Respectfully submitted by

Lin Baldwin Secretary