

IOWA FALLS AIRPORT AUTHORITY

Iowa Falls Airport
Highway 65 South
641-648-3191

Minutes of Regular Meeting
Tuesday, September 3, 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, Joe Scallon, Tim Skyles, and Lin Baldwin, Airport Manager Craig Coon. Jeremy Heam and Beau Carpenter were absent.

Acceptance of Agenda Agenda was Ok'd by Lin Baldwin, and 2nd by Jarod Wood, Motion carried.

Public Comment:

Approval of Minutes of Previous Meetings: Jarod Wood moved to approve the minutes of previous meeting. Joe Scallon second motion, 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. Light in main bathroom is extremely dim. Fuelmaster is soon to have a chip reader available for the new fuel dispenser, approx. \$2,000. For further review. Luke Olberding approached about storing some vehicles in a hanger. Needed to replace a door control switch in AJ Wiechman's hanger, found switch (2) and ordered and replaced same, kept old one for parts. Attended 4 state conference in Kansas City, talked to FAA personnel that we deal with attended session on runway overlay. Considering ways of eliminating the landline, or changing the way it is processed. Formation of committee for different projects at airport. Taylor Neederhoff, city attorney investigating a few things in regards to the apartment.

Approval of Monthly Bills: The following bills were presented for approval;
Four Winds Aviation LLC Airport Managers Services

Items on City Credit Card

Century Link Paid by credit card (648-3191)	57.59
Century Link Paid by credit card (648-2551)	50.92
Ted Vosburg Fuel Farm Parts	80.00
Above Ground Storage Tank Fee (Iowa/Yearly)	20.00
Hampton Inn, Kansas City	285.68
Acterra Group (Labor to install fuel terminal)	10,939.01
Acterra Group (Fuel Terminal)	15,955.00
Culligan Yearly Softener Rental	1,405.81
Culligan Softener Salt	61.75
AgVantage LP prepay	1,755.00
McClure Engineering Trees to be removed	1,125.00
Total Expenditures for Month	\$ 31,735.76

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

OLD BUSINESS:

1. **Making Board Minutes available on City Web Site.** All they need to do is scan them into the web site.
2. **Termination of current farming lease;** Not to terminate at this time, work out adjustments in acreage.
3. **City Council requesting First and Last Names on Monthly Minutes. ?????**
4. **New Internet Installed;**
5. **Anonymous Letter to the Board;**
6. **Hanger Spaces Provisioned for FBO;** Possible use by 2nd party as in FBO report. Discussed and approval to not be a permanent thing. Aircraft hangars are for aircraft, not cars and trucks.
7. **Tenant in Hangar #4 Requests new lock;** Move lock from previous hanger?
8. **McClure Engineering requesting Motion to Approve Contract and/or review agreement for Categorical Exclusion and Associated Parallel Taxiway Project Expenses;** Joe Scallon moved that we approve a contract for McClure Engineering in -- August with Tim Skyles seconding the motion and motion Carried.

NEW BUSINESS

1. **McClure Update;** Have submitted to the FAA an update on flood plain survey. Fuel terminal finish w/fuel cabinet, pumps, etc. Looking for kickoff for July/August runway grant. Timing is everything.
2. **Programmable Thermostat for Downstairs;** Lin is looking into it.
3. **Light in Main Bathroom Dim;** Needs to be replaced?
4. **Credit Card Chip Reader For New Fuel Terminal;** Available in 2020? \$2,000
5. **Subleasing FBO Hanger;** Craig Coon hangar for his use.
6. **Hangar Door Switch;** Replace on hanger 19
7. **4 State Airport Conference;** Good face time with FAA.
8. **Main Airport Line;** Moved to VOIP service so that Craig Coon can receive calls on his cellphone. Hopefully fewer missed calls.
9. **Committee Volunteers;** Check on to form.
10. **Apartment Usage;** Would be rent free.

Public Comment: None

Meeting was adjourned

Respectfully submitted by

Lin Baldwin Secretary