

IOWA FALLS AIRPORT AUTHORITY

Iowa Falls Airport
Highway 65 South
641-648-3191

Minutes of Regular Meeting

Tuesday, October 1st, 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, Jeremy Heem, Beau Carpenter and Lin Baldwin, Airport Manager Craig Coon. Tim Skyles was 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: Joe Scallon moved to approve the minutes of previous meeting. Jerod Wood 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

Office Supplies	36.40
Hangar Door Motor	156.37
Taylor Farm Lease	25.00
AgVantage LP tank rental	138.39
Century Link	56.37
Blue Globes (Runway Lights)	173.37
Times Citizen	58.00
Theisen's	69.98
McClure Engineering (Fuel Terminal)	2,000.00
McClure Engineering (Taxiway)	13,667.50
Led Office Lights	94.99
Flag Rope and Snaps	46.99

Wire Connectors 24.95

Total Expenditures for Month \$ 16,548.31

Jarod Wood moved and Jeremy Heem 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 Taxiway Design;** Need comments from DNR
2. **Tree Project;** Number of primary surface trees
3. **IFPD/FD Airport/aircraft Training;** October 16th for training purposes.
4. **New City Email Address;** airport@cityofiowafalls.com
5. **Led Office Lighting Replacement;** Replacing burned out lighting in office with led lighting.
6. **Flight Training Opportunity From Iowa Flight Training;** Knocking out deal with Tim Bush on the Details. Would sublease FBO's hangar in spring timeframe if no other option existed.
7. **High School Yearbook Ad;** It was a consensus that it would be ok to buy a small ad in the IFA yearbook.
8. **Notice of Vacation of Hangar #6;** Thunderbird flyers gave notice of vacating #6 hangar. They will be out by Oct.1. No 30 day notice as required by lease. They were advised of needing to pay for another month.
9. **Request to Rent Hangar 6 to New Tenant;** Joe moved to lease hangar to new tenant and waive the rent from Thunderbird Flyers. Lin second motion carried.
10. **Discussion on Addition to Board;** Decided to leave things as is.

Meeting was adjourned

Respectfully submitted by

Lin Baldwin Secretary