

11 April 2019

Airport Commission Meeting

Minutes taken by Eric Bagelmann

1) **Present** - Dennis Hansen, Lee Hinrichs, Jane Wollenzien, Kris Glaser, Eric Bagelmann, Mike Cherry, Irv Swieter and Tim Kangas

Guests - Mark Mueller, Diane Foelske and Mayor Dean Soash

Absent - None

2) **Approval of Meeting Minutes** - Motion to approve by Lee Hinrichs, seconded by Jane Wollenzien. Approved.

3) **Review Financial Report & Approve Bills** – No bills to approve. No questions on financial report. Motion to approve made by Eric Bagelmann, seconded by Jane Wollenzien.

4) **Reports & Announcements** - March traffic indicates a significant increase in aircraft operations: 88 for Business, 15 for Training and 4 for Pleasure, 0 for Agriculture. Totals for the year: 0 Agriculture, 119 Business, 54 Training & 6 Pleasure. 179 total operations. Fuel sales for March were 268.3 gallons of 100LL. Motion to approve the traffic report made by Eric Bagelmann and seconded by Lee Hinrich's. Approved.

Irv Swieter reported the last big hangar was full of equipment related to Aerial Services with no airplane. Also reported the first hangar will become vacant by the 1st of May. Irv also indicated he has not talked with Aerial Services as there is no policy and procedure for hangar rentals. The question was raised as to whether not this affected Federal Funding because it is not an airplane. Also questioned was the progress on the new lease agreements, as well as policies and procedures. Mike Cherry indicated he is working on the lease agreements and has most of it done, but still needs to meet with the City Attorney. He will try to have it done in time for May's Meeting.

5) **Unfinished Business** - None.

6) **New Business** - Runway 29 Extension bid review and GAVI Grant for Avionics Clean Room. City had 6 bidders. FAA will cover 90% of the costs. Estimated cost is \$1,618,593. Dennis Hansen mentioned he did business with 2 of the bidders and inquired if he needed to abstain. Mike said no, because he does not work for them. Runway 29 Extension is a grading project moving over 100,000 yards of dirt for 400 feet of runway. The Commission recommends JB Holland Construction Inc. of Decorah, Iowa. Motion to approve the bid and recommend that City Council award the bid to Holland Construction made by Lee Hinrichs and seconded by Kris Glaser. Approved.

A GAVI Grant (General Aviation Vertical Infrastructure) is being pursued for a 20' X 40' Avionics Clean Room. The Clean Room will provide a sterile working area for sensitive electronics used in aircraft for navigation and operation. If the State of Iowa approves, 85% of the cost to build will be funded up to \$150,000. Total financing for the project is estimated at \$184,000. Avionics accounts for 40 - 50% of Swieter's business and is only one of three locations providing avionics services in the state of Iowa.

An IDOT Airport Development Grant Application for Obstruction Removal 2020 at the Waverly Airport is being pursued as well. The grant would cover 85% of the cost for the removal of trees, buildings and obstructions from the Schmidt property and the Clan property, identified by the FAA as compromising safety of airport operations. Cost is estimated at \$174,150.

Motion to approve both, the GAVI Grant and the Airport Development Application made by Eric Bagelmann, seconded by Jane Wollenzien. Approved

7) **Tabled Items** - None.

8) **Project Status Report** - Covered under item #6.

9) **Group Discussion** - Mayor Soash mentioned fiber optic is in the budget for the airport. The Mayor also mentioned Commission terms for Jane Wollenzien and Kris Glaser were expiring next month and asked if they were willing to continue to serve, both said yes. City Council still needs to approve. Jane Wollenzien said she would ask the Garden Club if there is any interest in planting flowers around the airport building.

10) **Adjournment** - Motion to adjourn made by Jane Wollenzien and seconded by Lee Hinrichs. Approved, 7:55pm.