

12 November 2020 Waverly Airport Commission - Minutes by Eric Bagelmann

The Waverly Airport Commission monthly meeting was conducted via ZOOM conferencing. The Governor of Iowa has declared a Public Emergency because of the Covid-19 outbreak. The Mayor has determined that an in-person meeting of the Airport Commission is impossible or impractical without violating the Governor's mandates. Iowa Code section 21.8 permits a government body to conduct a meeting via electronic means.

1) Present - Jane Wollenzien (by phone), Dennis Hansen, Mike Cherry, Mike Sherer, Kris Glaser, Eric Bagelmann.

Absent - Lee Hinrichs (due to technical difficulties in joining the electronic meeting), Irv Swieter.

Guests - None

2) Approve July Meeting Minutes - Motion to approve made by Eric Bagelmann, seconded by Mike Sherer. Approved.

3) Review Financial Reports & Approve Bills - No Bills. A question was raised on the August Financial Report about a \$2709.00 change in Expenses under Contract Services. Previous month was \$74.00. The change was from McClure Engineering for the plan sheets for apron repair. Also asked, was the \$30,000.00 listed in Revenues under Federal Grants for September and October. The money received was from the CARES Act and is a cumulative total, not an amount of money received per month. Motion to approve the Financial Reports for July, August, September and October made by Mike Sherer, seconded by Jane Wollenzien. Approved.

4) Reports & Announcements - Mike Cherry noted the Credit Card Reader for the Self-Service Fuel is up and running very well. Irv told Mike about the need to have pilots walk back the grounding wire to the receptacle as opposed to just letting the wire rewind itself. Dennis Hansen mentioned he used the new fuel system and said it is slick. Works very nicely. One correction to the Fuel Sales Report, the YTD Total did not include the October numbers. The correct YTD Total is reflected below.

2020 Waverly, Iowa Airport Monthly Traffic Report

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Agriculture	0	0	2	0	0	0	242	24	118	0			386
Business	29	23	58	62	4	24	138	105	71	92			606
Training	10	24	45	4	0	0	17	0	0	0			100
Pleasure	6	27	42	46	0	4	52	50	39	38			304
Total	45	74	147	112	4	28	449	179	228	130			1396

2020 Waverly, Iowa Airport Monthly Fuel Sales (Gallons)

Fuel	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
100LL	208.6	246.4	356.8	642.7	6	131.32	565.7	754.21	864.37	651.36			4427.46

5) Unfinished Business - None

6) New Business - Review 2021-22 Preliminary Budget - Mike Cherry reviewed the Preliminary Budget with members. A question was asked about hangar rents. With the market and economy, should we adjust the monthly rents. The consensus is to leave the rent rates at their current levels as an increase of \$5.00/month; voted on 12 December 2019 and went into effect on 01 July 2020. The last increase prior to this year was made 2011-2012. Mike Sherer asked how satisfied is the City is with Swieter Aircraft Services managing the airport. Mike Cherry responded the City is very pleased with how the airport is operated and managed. Swieter has been managing the airport for 2 years. Eric Bagelmann mentioned he has heard from two people praising Swieter and that they are a great improvement to the airport and the community.

Capital Improvement Plan (Preliminary) - The State Airport Funding Application was denied for the Hangar Taxi Lanes Replacement Project. The Commission and the City will look into combining 3 projects into 1 using Federal Funds. The 3 projects are: the Hangar Taxi Lanes Replacement, Partial Parallel Taxiway (connecting the Bulk Hangar Apron with the Taxiway Connector on the west end of the airport), and the Expanded Apron north of the T Hangars.

7) Tabled Items - None

8) Project Status Report - The Runway 29 Extension - The City is looking to finalize JB Holland's work on the Runway 29 Extension Project. There is some concern with drainage into fields rented by area farmers. The City is looking into it. Dennis Hansen asked if the FAA would be performing any GPS Approaches for the runways. Mike Cherry mentioned that on November 04, a small jet flew over the airport. Irv confirmed it was the FAA.

9) Group Discussion - Eric Bagelmann mentioned the need to get a couple of Airport Commissioners to attend the Planning & Zoning Commission's Comprehensive Land Use Plan meetings, thus ensuring the Commission's concerns and input for future land use in and around the airport. A date for the meetings has not yet been determined.

10) Adjournment - Motion to adjourn made by Eric Bagelmann, by Jane Wollenzien. Approved.