

**CHEROKEE AVIATION AUTHORITY
CHEROKEE, IOWA
BOARD MEETING**

September 8, 2015

The monthly meeting of the Directors of the Cherokee Aviation Authority was held at the Cherokee County Regional Airport on Tuesday, September 8, 2015. The meeting was called to order at 7:00 p.m. by Chairman Todd Wetherell.

Attendance: Todd Wetherell, Mike Fox, Dan Mott, Neal Rogge, Brian Lauck and Karen Aduddell.

The minutes of the previous meeting were read. Fox moved, seconded by Rogge to approve the minutes as read. Motion carried.

The following bills were presented for payment:

Lauck Aviation, Inc.	\$3,166.66
Lauck Aviation, Inc.	\$3,013.17
Karen Aduddell	\$300.00
CenturyLink	\$203.89
City of Cherokee	\$56.97
MidAmerican Energy	\$352.34
Bomgaars	\$1,229.66
CBA Lighting & Controls	\$186.68
Sanitary Services	\$96.70
Perkins Office Solutions	\$40.99
PMMIC Insurance	\$1,417.00
Titan Machinery	\$305.23
Alliant Energy	\$19.38
UST Testing Services	\$760.00
Godbersen Smith	\$6,742.60
U S Postmaster	\$49.00
Reinert Machine Shop	\$100.00
IA Depart of Natural Resources	\$350.00
Ascent Aviation	\$46.00
Ascent Aviation	\$8,452.73
Perkins Office Solutions	\$7.98

Mott moved, seconded by Fox, to approve these bills. Motion carried.

Reviewed the assets on the balance sheet as of September 8, 2015, accounts receivable and activity in checking account for past month. Reviewed the accounting ledgers of expenses and reimbursements for the current grant projects.

The fuel report for the month of August was reviewed. Fuel sales were 1490.49 gallons of 100LL AV gas and 10,562.18 gallons of Jet A fuel. Purchased 4000 gallons of 100LL for resale and 8000 gallons of Jet A for resale. Brian has also ordered an additional 4000 gallons of Jet A for resale.

FBO Report:

- Brian has been keeping up with the mowing
- Has been taking aerial photos
- Runway lights are all working properly
- Brian will be getting equipment ready for winter
- The door track on hangar 13 needs repair – Brian will get them adjusted.
- The east door on the terminal building should be replaced. Brian will get a couple estimates for approval.

AGIS Survey – Brian will contact Dustin Leo to see if this project has been completed.

Land Use Permit Project update:

Grant of \$15,300.00 has been approved.

Rogge moved, seconded by Fox, to approve the Professional Services Agreement with DGR Engineering of Ankeny, Iowa (DGR), and employ DGR to provide services to obtain the land use permit for a fee not to exceed \$18,000.00. This permit will protect the airport from incompatible land uses with a City and County adopted land use plan and protect the airport airspace by updating the tall structures ordinance. Motion carried.

Threshold Relocation Project update:

Project is scheduled to begin in early October if painting materials are available. The company moving the lights is behind on other projects. Depending on weather conditions and availability of materials, the project may be delayed until spring of 2016. Todd will inquire if the painting company would be able to re-stripe the taxiways also.

Paul McGee will do maintenance on hangars prior to being painted. Neal Rogge and Paul McGee will make a list of items that need to be repaired. Rogge will also obtain two written estimates for painting the hangars. Painting will have to wait until spring.

Fox moved, seconded by Mott, to approve the Professional Services Agreement with DGR Engineering of Ankeny, Iowa (DGR), and employ DGR to provide services to develop the 2015 Airport Master Plan and ALP Update at the Cherokee County Regional Airport for a fee not to exceed \$85,000.00. Motion carried.

On a motion by Fox, seconded by Rogge, the Board approved the letter of engagement from Burkhardt & Dawson, CPA to perform the annual audit for the year ended June 30, 2015. Motion carried.

There being no further business, Fox moved, seconded by Rogge to adjourn at 8:20 p.m. Motion carried.

Respectfully submitted,
Todd Wetherell, Chairman
Karen Aduddell, Clerk