

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

December 8, 2015

The monthly meeting of the Directors of the Cherokee Aviation Authority was held at the Cherokee County Regional Airport on Tuesday, December 08, 2015. The meeting was called to order at 7:00 p.m. by Chairman Todd Wetherell.

Directors present: Todd Wetherell, Neal Rogge and Mike O'Neal. Absent: Mike Fox and Dan Mott. A quorum was present. Also attending were Brian Lauck and Karen Aduddell.

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

The following bills were presented for payment:

Lauck Aviation, Inc.	\$3,166.66
Lauck Aviation, Inc.	\$448.28
Karen Aduddell	\$300.00
Community Oil Fleet	\$38.76
MidAmerican Energy	\$205.24
City of Cherokee	\$31.70
Sanitary Services	\$96.70
Bomgaars	\$67.29
DGR Engineering	\$3,362.50
DGR Engineering	\$1,256.66
U S Postmaster	\$49.00
DGR Engineering	\$485.58
DGR Engineering	\$1,987.61
DGR Engineering	\$3,820.00
CenturyLink	\$203.66
Ascent Aviation Group	\$14,142.95
Ascent Aviation Group	\$46.00
O'Halloran International	\$1,680.55

O'Neal moved, seconded by Rogge, to approve these bills. Motion carried.

Reviewed the assets on the balance sheet as of December 08, 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 November was reviewed. Fuel sales were 475.1 gallons of 100LL AV gas and 1,318.36 gallons of Jet A fuel. Purchased 4000 gallons of AV gas.

FBO Report:

- Repaired runway lights broken in the snow
- Ordered new bulbs for vasi lights

Wetherell questioned Brian Lauck about the snow conditions on the runway after a recent snow storm and if he had placed a notam that the runway was snow and ice covered. Brian stated he had put on a notam but it is only posted for 24 hours for snow and ice conditions. The Authority also requested that Brian keep the fuel prices up to date on the pumps, update the flight breakfast date on signage and provide a spreadsheet listing all hangar occupants with annual revenue of the rents.

The Board approved having Modern Heating install a vent for the heater in hangar #19.

Rogge informed the Board that the Airport Master Planning Committee has been organized and will consist of himself, Councilman Chad Brown, County Supervisor Jim Peck, City Administrator Sam Kooiker, and Mark Buschkamp, Director of CAEDA. Any other Airport Authority members are welcome to attend the committee meetings. The committee is scheduled to meet Friday, December 11th at 2:00 p.m. at City Hall along with our airport engineer, Dustin Leo to discuss past and present improvements at the airport and the future of the airport.

Update on Grant Projects:

AGIS Survey – Project is 99% completed per Dustin Leo at DGR Engineering.

Threshold Relocation – On hold until spring of 2016.

Land Use Permit – No update.

Airport Master Plan and ALP Update – Will be discussed at the 12/11/15 meeting of Master Planning Committee.

On a motion by O’Neal, seconded by Rogge, the following resolution was adopted:

WHEREAS, as a condition to receiving State and Federal aid for the Cherokee County Regional Airport, the following provisions must be met:

- Approved 5-Year Capital Improvement Program
- Approved Airport Improvement Program data sheets with the Sponsor’s Signature
- Certification that the local match exists if the grant is awarded
- Authorization to submit the proposed projects for Federal Grants; and

WHEREAS, the FY 2017 Airport Improvement program, the FY 2017 Five-Year Capital Improvement Program, and the ACIP data sheets reviewed listing projects deemed to be in the best interest to the Cherokee County Regional Airport.

NOW, THEREFORE, BE IT RESOLVED that the Cherokee Aviation Authority authorizes the submittal of the FY 2017 Airport Improvement Program and associated Airport

Improvement Program data sheets for possible FY 2017-2021 Federal Aviation

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Administration Grants, and certifies that the local match of 10% is available for each project awarded a grant.

There being no further business, Rogge moved, seconded by O'Neal to adjourn at 8:15 p.m.
Motion carried.

Respectfully submitted,
Todd Wetherell, Chairman
Karen Aduddell, Clerk