

**CHEROKEE AVIATION AUTHORITY**  
**CHEROKEE, IOWA**  
**BOARD MEETING**  
December 15, 2020

The monthly meeting of the Directors of the Cherokee Aviation Authority was held at the Cherokee County Regional Airport on Tuesday, December 15, 2020. Chairman Kellen Ludvigson called the meeting to order at 6:00 p.m.

Directors present: Kellen Ludvigson, Rick Angell, John Loughlin, Sheila Guntren and Dan Mott. Absent: None. Others present were Sara Lucas.

The minutes of the previous meeting held on November 17, 2020, were approved. Motion by Loughlin, seconded by Mott. Motion carried.

The following bills were presented for payment.

Alliant Energy	Natural Gas	\$78.78
Bomgaars	Batteries, Chain Lubricant	\$255.47
Builders Sharpening & Service	John Deere Lawn Mower Maintenance	\$512.45
City of Cherokee	Water & Sewer	\$39.33
CML Telephone	Telephone & Internet	\$174.26
Mediacom	Cable TV	\$6.74
MidAmerican Energy	Electricity	\$436.60
Randy Sievert	FBO services - November	\$3,833.34
Randy Sievert	Fuel Commissions for November	\$555.75
Randy Sievert	Gift Card Reimburse, Scaffolding Rent	\$596.13
Sanitary Services	Garbage Pick Up	\$104.40
Sara Lucas	Clerk Services - December	\$350.00
Sara Lucas	Paper, Envelopes, Labels, 3 Hole Punch	\$43.17
Schweiss Door	Hanger Door Deposit	\$8,254.00

Motion by Guntren, seconded by Angell to approve the bills. Motion carried.

Reviewed the assets on the balance sheet as of December 10, 2020, accounts receivable and activity in checking account for the past month. Mott reconciled the checking account statement.

Reviewed the November fuel report. Fuel sales were 1,903 gallons of 100LL AV gas and 321 gallons of Jet A fuel. We did not purchase any additional fuel.

**FBO Report:**

- Randy was absent, he was at training for the King Air, Daryl Ducommun is watching over the Airport when Randy is gone.
- Randy has been busy with flight students.
- Doing general maintenance on the grounds, lights, and mowing.

Updates on grant projects:

Zoning Ordinance

Kellen continues to meet with the County Engineer and Board of Supervisors.

Hangar Door Replacement

The new door for the Lundell Building has been ordered, should be here in about 5 weeks.

Edge Lighting Systems

Dave with JEO Consulting is continuing to work on the taxiway light project as well as changing out the colors on the runway lights now required by the instrument approach to 18.

Capital Improvement Plan

Motion by Angell, seconded by Mott to adopt Resolution 2021-2, WHEREAS, as a condition to receiving the State and Federal assistance for the Cherokee County Regional Airport, the following provisions must be met:

- Approved 5-Year Airport Capital Improvement Program (ACIP); and
- Approved Airport Improvement Program data sheets with the Sponsor's Signature; and
- Certification that the local match exists if the grants are awarded; and
- Authorization to submit the proposed projects for Federal Grants; and

WHEREAS, the FY2022 Airport Capital Improvement Program (ACIP) and data sheets are attached listing projects deemed to be in the best interest to the Cherokee Regional Airport.

NOW, THEREFORE, BE IT RESOLVED that the Cherokee Aviation Authority authorizes the submittal of the FY2022 Airport Capital Improvement Program and associated data sheets for possible FY2022-2026 Federal Aviation Administration Grants and certifies that the local match of 10% is available for each project awarded a grant. AYES: All. NAYES: None. Motion carries.

Other business

None.

There being no further business, Angell moved, seconded by Loughlin to adjourn at 7:40 p.m. Motion carried.

Respectfully submitted,

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Kellen Ludvigson, Chairman

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Sara Lucas, Clerk