

CHEROKEE AVIATION AUTHORITY

CHEROKEE, IOWA

February 21, 2023

The monthly meeting of the Directors of the Cherokee Aviation Authority was held at the Cherokee County Regional Airport on Tuesday February 21, 2023. Chairman Kellen Ludvigson called the meeting to order at 6:00 p.m.

Directors present were Kellen Ludvigson, John Laughlin and Randy Sievert. Sheila Guntren, Dan Mott and Dave Jones were present via zoom. The clerk was also present.

The minutes of the previous meeting held on January 19, 2023 were approved. Motion by Laughlin, seconded by Mott. Motion carried.

The following bills were presented for payment.

Alliant Energy	Natural Gas	\$1,325.05
City of Cherokee	Annual Lease Payment	\$150.00
City of Cherokee	Water & Sewer	\$66.42
CML Telephone	Telephone & Internet	\$167.00
Gregg Computer Service	HDMI cable	\$9.99
McClure	AWOS Project 11-27-22 to 12-31-22	\$13,860.50
McClure	AWOS Project 1-1-23 to 1-28-23	\$3,034.50
Mediacom	Cable	\$7.86
MidAmerican Energy	Electricity	\$566.99
MidAmerican Energy	Electricity/Vault	\$100.94
Nationwide	Insurance Policy	\$188.00
One Office Supply	Misc supplies & HP ink cartridge	\$88.90
Randy Sievert	Diesel for Snow Removal	\$452.31
Randy Sievert	Contract Services	\$4,666.66
Randy Sievert	Fuel Commissions (Dec 22 & Jan 23)	\$1,465.00
Sanitary Services	Garbage Pick Up	\$116.70
Sherri Haan	Clerk Services	\$500.00
UST Testing	12-22 & 01-23 Monthly Inspection	\$400.00
		\$27,166.82

Motion by Laughlin, seconded by Mott to approve the bills. Motion carried.

Reviewed the assets on the balance sheet as of February 1, 2023, accounts receivable and activity in checking account for the past month. Laughlin reconciled the checking account statement.

Treasurer's Report

- Everything looks good

Fuel Report

- Randy was inadvertently paid twice for fuel commissions for the month of January and reimbursed \$732.50 with check #1118

FBO Report

- Randy continues with moving snow but no additional new snow fell
- Several hangar doors are frozen and will need new gaskets
- 2 students passed their written tests
- 1 student will take their written test in March
- 4 new potential students
- Savannah continues very prompt maintenance
- Courtesy car has a damaged tire which will be repaired

Unfinished Business

- Lundell hangar project requires TSB considerations. Ludvigson is working through requirements.
- AWOS replacement project Resolution FAA AIP 3-19-0099-020 requires a virtual letting date of April 13, 2023 at 1:30 p.m. and a public hearing by the Cherokee Aviation Authority on April 18, 2023 at 6:00 p.m. Motion by Laughlin, seconded by Guntren. Motion passed.
- Current FBO manager will be listed on this project

New Business

- FY2024 budget will be updated by the clerk ASAP and presented to the board prior to the deadline of March

Other Business

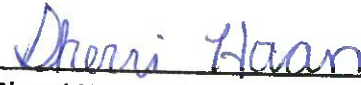
- Randy will complete his contract which ends June 1, 2023
- Board reviewed the current FBO contract and those present agreed to make amendments or changes as needed prior to immediate advertising for the next potential candidate to begin interviews ASAP.
- Ludvigson proposed the purchase of a printer/scanner for the clerks personal/home use for her job requirements. Motion by Laughlin, seconded by Mott. Motion carried.

There being no further business, Laughlin moved, seconded by Guntren to adjourn at 6:50 p.m. Motion carried.

Respectfully submitted,



Kellen Ludvigson, Chairman



Sherri Haan, Clerk