

CHEROKEE AVIATION AUTHORITY
CHEROKEE, IOWA
BOARD MEETING
September 15, 2020

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

Directors present: Kellen Ludvigson, Dan Mott, Rick Angell and Sheila Guntren. Absent: John Loughlin. Others present were Karen, Aduddell, Sara Lucas and Randy Sievert.

The minutes of the previous meeting held on August 18, 2020, were approved. Motion by Guntren, seconded by Mott. Motion carried.

The following bills were presented for payment.

Randy Sievert	FBO services - September	\$3,833.34
Randy Sievert	fuel commissions for August	\$1,542.25
Karen Aduddell	clerk services - September	\$350.00
Sara Lucas	clerk services - September	\$350.00
City of Cherokee	water/sewer	\$57.08
Sanitary Services	landfill	\$104.40
Bomgaars	light bulbs, plastic anchor, cable lug	\$14.85
MidAmerican Energy	electricity	\$420.04
UST Testing Service	annual tank testing	\$510.00
Alliant Energy	gas bill	\$36.08
Sexton Oil Co	fuel for resale	\$14,740.11
CML Telephone	phone and internet	\$174.17
Mediacom	cable tv	\$6.74
Petroleum Marketers Insurance	fuel tank insurance	\$3,151.00

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

Reviewed the assets on the balance sheet as of September 7, 2020, accounts receivable and activity in checking account for the past month. Mott reconciled the checking account statement.

Reviewed the August fuel report. Fuel sales were 1,250 gallons of 100LL AV gas and 4,919 gallons of Jet A fuel. Purchased 0 gallons of Jet A fuel. There was discussion regarding changing fuel prices.

FBO Report:

- Randy has repaired 13 of the 21 runway lights that were out.
- Randy has been working with James Manufacturing to do some repairs to the Lundell Hanger door, until the new one arrives.
- Randy has few ideas for improvements in the shop and would like to see the office building roof repaired and gutters installed.
- Randy has been busy with new flight students.
- Doing general maintenance on the grounds, lights, and mowing.

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Updates on grant projects:

Zoning Ordinance

No update. County Engineer Sarah Tracy reviewing.

Hangar Door Replacement

Kellen is working with the D.O.T. on finalizing the Lundell Hangar grant.

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.

Motion by Angell, seconded by Mott to approve, Resolution 2021-1, Authorizing the Execution of a Professional Services Agreement (Task Order #003) with JEO Consulting Group, Inc. (Consultant) for Engineering Design, Bidding, Closeout, and Construction Services for FAA AIP Project Number 3-19-0099-017-2021. Motion carried.

New business

Motion by Angell, seconded by Mott to authorize John Loughlin as treasurer. Motion carried.

Other business

Kellen received information for the Iowa DOT grant and will begin the acceptance process.

The proposal from Aventure Staffing for signage by the current Lopez Foods sign was approved.

There being no further business, Angell moved, seconded by Mott to adjourn at 7:15 p.m. Motion carried.

Respectfully submitted,

Kellen Ludvigson, Chairman

Sara Lucas, Clerk