

CHEROKEE AVIATION AUTHORITY
CHEROKEE, IOWA
BOARD MEETING

April 20, 2021

The monthly meeting of the Directors of the Cherokee Aviation Authority was held at the Cherokee County Regional Airport on Tuesday, April 20, 2021. 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: Randy Sievert. Others present were Dave Jones, and Sara Lucas.

Loughlin moved, seconded by Angell, to open the public hearing for comments for the Taxiway Lighting Improvement Project (AIP 3-19-0099-017). Motion carried. There being no comment from the public, Guntren moved, seconded by Mott to close the public hearing. Motion carried.

The minutes of the previous meeting held on March 16, 2021, were approved. Motion by Guntren, seconded by Angell. Motion carried.

The following bills were presented for payment.

Alliant Energy	Natural Gas	\$91.85
Bomgaars	Silicone Spray, Driveway Marker	\$22.98
Bullock Agency, Inc.	General Liability Insurance	\$4,409.00
City of Cherokee	Water & Sewer	\$32.62
Chronicle Times	Publish Budget & Public Hearing Notices	\$188.79
CML Telephone	Telephone & Internet	\$175.07
Mediacom	Cable TV	\$7.86
MidAmerican Energy	Electricity	\$481.43
Nelson Electric	Hook Up & Hang Wiring for Lundell Door	\$202.40
Randy Sievert	FBO Services	\$3,833.34
Randy Sievert	Fuel Commissions	\$351.50
Sara Lucas	Clerk Services	\$350.00
USPS	Mail Budget Extension Letter	\$7.00

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

Reviewed the assets on the balance sheet as of April 16, 2021, accounts receivable and activity in checking account for the past month. Mott reconciled the checking account statement.

Reviewed the March fuel report. Fuel sales were 960 gallons of 100LL AV gas and 446 gallons of Jet A fuel. We purchased 8,000 gallons of 100LL AV gas.

FBO Report:

- Randy has been busy with flight students.
- Doing general maintenance on the grounds, lights, and snow removal.
- Randy is working on cleaning up some of the hangars.
- The Flight Breakfast is scheduled for June 6th.

Updates on grant projects:

Hangar Door Replacement

The final grant application has been submitted.

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.

Hangar Lease

Signed leases continue to be sent in.

Board Policies

Several changes were made to the Board Policy document. Motion by Angell, seconded by Guntren to approve the updated Board Policies. Motion carried.

Min Standards

Continue to next month.

New Business

Motion by Guntren, seconded by Mott to approve Resolution 2021-4, Approving Low Responsive Bid and Authorizing Execution of Contract for AIP 3-19-0099-017 (Taxiway Lighting Improvement Project), Subject to Federal Aviation Administration AIP Funding.

WHEREAS, at the March 16th, 2021 Cherokee Aviation Authority meeting, staff was authorized to publish notices for an April 20th, 2021 bid letting at 3:00 p.m. and to advertise and publish notice to conduct a public hearing on April 20th, 2021 at 6:00 p.m. to approve the plans, specifications, form of contract, and estimate of costs for the Airport Improvement Program (AIP) Grant 3-19-0099-017; and

WHEREAS, notice of Public Hearing and Notice of Bid Letting was published in the Cherokee Chronicle Times newspaper on March 31st, 2021 in accordance with the public bid letting and public hearing notification requirements of the Code of Iowa; and

WHEREAS, a bid letting was held on April 20th, 2021 at 3:00 p.m. at the Cherokee County Regional Airport, Cherokee, Iowa; and

WHEREAS, the Consultant recommended the award of contract to the lowest responsive bidder, being Vollmer, Inc. of Decorah, Iowa, in an amount not to exceed \$244,535.70.

NOW, THEREFORE, BE IT RESOLVED that the Base Bid of Vollmer, Inc. of Decorah, Iowa, in the amount of \$244,535.70, for the Taxiway Lighting Improvement Project, described in the plans and specifications heretofore adopted by this Authority for said project, after notice of public hearing being published as required by law, be hereby accepted, the same being the lowest responsive bid received for said work; and

BE IT FURTHER RESOLVED that the Chairperson of the Cherokee Aviation Authority is hereby directed to execute each contract awarded above for the construction of said improvements, said contract for the FY2021 AIP Grant Project 3-19-0099-017, not to be binding on the Authority until approved by the Federal Aviation Administration being within the budget amount of Non-Primary Entitlement Funding available to the Cherokee Aviation Authority.

AYES: All. NAYES: None. Motion carried.

Motion by Mott, seconded by Angell to approve Resolution 2021-5, Approving Submittal of FAA AIP 3-19-0099-017 Grant Application.

WHEREAS, the Cherokee Aviation Authority has awarded the taxiway lighting improvement project to the lowest responsive bidder for Airport Improvement Project (AIP) Grant 3-19-0099-017 and completed a grant application to submit to the Federal Aviation Administration (FAA) for AIP funding to complete the taxiway lighting construction at the Cherokee County Regional Airport; and

WHEREAS, the Cherokee Aviation Authority has previously approved to provide the local match amount (10% of the total construction, engineering, and administrative costs) if awarded a grant offer from the FAA for the amount equal to 90% of the total project costs; and

WHEREAS, the FAA has recently notified airport Sponsors that funding for the project will not require the traditional 10% local match funding.

NOW, THEREFORE, BE IT RESOLVED that the Cherokee Aviation Authority, Iowa, authorizes the submittal of the FAA grant application for the taxiway lighting improvement project, AIP No, 3-19-0099-017 and authorizes the Authority Chairperson to sign the grant agreement application upon final approval of the funding amounts in conformance with the Non-Primary Entitlement Funding available from the Federal Aviation Administration.

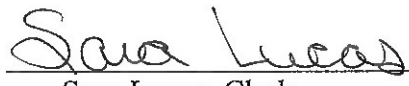
AYES: All, NAYES: None. Motion carried.

Motion by Loughlin, seconded by Mott to Move \$50,006 from the checking account to a money market account at North Star Community Credit Union. Motion carried.

There being no further business, Loughlin moved, seconded by Mott to adjourn at 7:45 p.m. Motion carried.

Respectfully submitted,


Kellen Ludwigson, Chairman


Sara Lucas, Clerk

