

CHEROKEE AVIATION AUTHORITY
CHEROKEE, IOWA
BOARD MEETING

March 16, 2021

The monthly meeting of the Directors of the Cherokee Aviation Authority was held at the Cherokee County Regional Airport on Tuesday, March 16, 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: None. Others present were Dave Jones, Randy Sievert and Sara Lucas.

Angell moved, seconded by Guntren, to open the public hearing for comments on the proposed budget for FY 2021-2022. Motion carried. There being no comment from the public, Angell moved, seconded by Mott to close the public hearing. Motion carried.

Angell moved, seconded by Loughlin, to approve the proposed budget for FY 2021-2022. Motion carried.

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

The following bills were presented for payment.

Alliant Energy	Natural Gas	\$126.42
Ascent Aviation Group Inc.	Fuel	\$30,728.25
Bomgaars	Hyd. Fluid, Trash Bags, Funnel, Bolts	\$71.20
City of Cherokee	Water & Sewer	\$117.79
City of Cherokee	ICAP Property & Liability Insurance	\$9,446.33
CML Telephone	Telephone & Internet	\$174.95
Community Oil Fleet Program	Fuel	\$323.12
Iowa Lakes Electric Cooperative	Loan Payment	\$8,312.30
Iowa Department of Ag & Land Stewardship	FY 2021 Commercial Meter License App	\$9.00
Mediacom	Cable TV	\$7.86
MidAmerican Energy	Electricity	\$465.36
Nationwide	Surety Bond	\$188.00
Randy Sievert	FBO Services - January	\$3,833.34
Randy Sievert	Fuel Commissions for January	\$177.25
Sanitary Services	Garbage Pick Up	\$104.40
Sara Lucas	Clerk Services - December	\$350.00
Syntech	Change Name of Receipts	\$42.00

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

Reviewed the assets on the balance sheet as of March 14, 2021, accounts receivable and activity in checking account for the past month. Mott reconciled the checking account statement.

Reviewed the February fuel report. Fuel sales were 634 gallons of 100LL AV gas and 75 gallons of Jet A fuel. We did not purchase any additional fuel.

FBO Report:

- Randy is going to check with the Nebraska National Guard on the status of their bill.

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

Updates on grant projects:

Zoning Ordinance

The County and City have approved the Ordinance, and it is now in effect.

Hangar Door Replacement

The work is all complete and Sara will submit paperwork to the state for reimbursement.

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 Loughlin to approve Resolution 2021-3, a Resolution Authorizing Date for Bid Letting and Public Hearing for the Taxiway Lighting Improvement Project (AIP 3-19-0099-017) at the Cherokee County Regional Airport.

WHEREAS, the Federal Aviation Administration (FAA) has recommended that the Cherokee Aviation Authority initiate actions necessary to obtain bids for FY2021 airport improvement program project funded under the Consolidated Appropriations Act, 2018; and

WHEREAS, JEO Consulting Group, Inc. has been selected to receive final construction plan and detailed specifications approval, provide bidding services, construction services, closeout services, and grant administration for the project at the Cherokee County Regional Airport; and

WHEREAS, a letting date of April 20, 2021 at 3:00 P.M. and a public hearing at the regularly scheduled Authority meeting date of April 20, 2021, at 6:00 P.M. is recommended; and

WHEREAS plans, specifications, and engineer's estimate of cost have been reviewed by the FAA and found acceptable with concurrence to advertise for bids.

NOW, THEREFORE, BE IT RESOLVED that an April 20, 2021, Bid Letting date at 3:00 P.M. be established and an April 20, 2021, Public Hearing date at 6:00 P.M. be established; and

BE IT FURTHER RESOLVED by the Cherokee Aviation Authority, meeting in regular session this 16th day of March, 2021, to authorize publication of notices and advertisements

in the Cherokee Chronicle Times on March 31st, 2021, per the Code of Iowa regarding the Bid Letting and the Public Hearing for said project.

Hangar Lease

The final draft of the Hangar Lease has been approved. Motion by Angell, seconded by Loughlin to mail out the Hangar Lease with the April Hangar Rent bills. Motion carried.

Min Standards

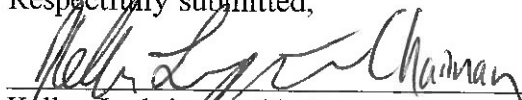
Randy brought a proposed Minimum Standards document to the board for review.

Other business

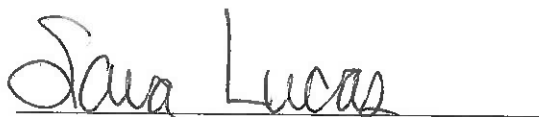
None.

There being no further business, Guntren moved, seconded by Mott to adjourn at 7:35 p.m. Motion carried.

Respectfully submitted,



Kellen Ludvigson, Chairman



Sara Lucas, Clerk