

CHEROKEE AVIATION AUTHORITY
CHEROKEE, IOWA
BOARD MEETING

February 11, 2020

The monthly meeting of the Directors of the Cherokee Aviation Authority was held at the Cherokee County Regional Airport on Tuesday, February 11, 2020. Chairman Kellen Ludvigson called the meeting to order at 7:00 p.m.

Sheila Guntren signed the Oath to serve as a Director of the Aviation Authority for a four-year term. The County Board of Supervisors appointed Sheila to replace Todd Wetherell.

Directors present: Kellen Ludvigson, Mike Fox, Neal Rogge and Sheila Guntren. Absent Dan Mott. A quorum was present. Others present were Karen Aduddell, Brian Lauck, Dave Joens of JEO Consulting and Donna Burkhardt and Elizabeth Dawson of Burkhardt & Dawson CPA's.

Donna Burkhardt and Elizabeth Dawson presented the audit report and financial statements of the Cherokee Aviation Authority for the fiscal year ended June 30, 2019 and gave a review of their findings and recommendations. After discussion of audit, Donna and Elizabeth left the meeting. Fox moved, seconded by Rogge, to approve the audit. Motion carried.

The minutes of the previous meeting were read, Rogge moved, seconded by Fox, to approve the minutes as read. Motion carried.

The following bills were presented for payment.

Brian Lauck	\$3,833.33
Brian Lauck	\$414.65
Karen Aduddell	\$350.00
Community Oil Fleet	\$90.01
City of Cherokee	\$32.06
City of Cherokee	\$150.00
Sanitary Services	\$104.40
Alliant Energy	\$108.86
MidAmerican Energy	\$519.19
Bomgaars	\$34.21
JEO Consultants	\$1,640.00
Sapp Bro Petro	\$9,520.00
Mediacom	\$6.74
CML Telephone	\$173.39
State Auditor	\$100.00
Burkhardt & Dawson, CPA's	\$6,402.20
Community Oil Fleet	\$95.01

Fox moved, seconded by Rogge, to approve these bills. Motion carried.

Reviewed the assets on the balance sheet as of February 6, 2020, accounts receivable and activity in checking account for past month. Rogge reconciled the bank checking account statement. Also reviewed a report on the status of current federal and state grants.

Cherokee Aviation Authority

February 11, 2020

Page 2 of 2

Reviewed the January fuel report. Fuel sales were 198 gallons of 100LL AV gas and 1,460.73 gallons of Jet A fuel. Purchased 4000 gallons of Jet A fuel.

FBO report:

- Had tire repaired on courtesy car
- Snow equipment ready
- Brian's plane is having the annual

Updates on grant projects:

Zoning Ordinance – No update. Kellen will follow up.

Hangar Rehabilitation – Close out completed.

Partial Taxiway Construction Phase I – Dave Joens updated board on status. There are 2-3 weeks of work remaining when weather permits.

Partial Taxiway Design Phase I - Waiting for FAA approval to request final reimbursement.

Dave Joens stated that applications for 2021 state grants are due by April 30th. Brian will prepare an application for a 50% grant to replace the bi-fold door on the Lundell building.

New Business:

- FY 2021 Project of our 5-Year ACIP is to install north partial parallel taxiway edge lights, CCR, vault building and associated electrical components.

There being no further business, Fox moved, seconded by Rogge to adjourn. Motion carried.

Respectfully submitted,
Kellen Ludvigson, Chairman
Karen Aduddell, Clerk