

SOUTH CENTRAL REGIONAL AIRPORT AGENCY

Meeting of the Board

September 12, 2019 - 6:00 p.m.

Oskaloosa City Hall, Council Chambers

220 South Market Street

Agenda

1. Call to Order.
2. Call to the Public (limited to 3 minutes per person).
3. Approval of Minutes from June 21, 2019.
4. Project updates from Jerry Searle, HDR Engineering.
 - a. Grant Offer/Agreement
 - b. Federal Release at Oskaloosa Municipal Airport
5. Resolution approving Amendment No. 2 to Task Order 2: OOA Federal Land Release
6. Motion directing Jerry Searle, HDR, to compose a letter on behalf of the SCRAA to Mahaska County concerning possible communication tower siting locations.
7. Staff reports
8. Motion to go into Closed Session under Code of Iowa; Chapter 21 Section 5 sub paragraph 1.c. to discuss strategy with legal counsel on a matter presently in litigation or in which litigation is imminent, where disclosure would be likely to prejudice or disadvantage the Agency's position.
9. Action may be taken on any item discussed in Closed Session after the Closed Session.
10. Discussion of next meeting date/time
11. Adjourn.

ITEM NO: 3

SUBJECT: Approval of the June 6, 2019 and June 21, 2019 Minutes

DATE: September 12, 2019

BACKGROUND: Staff has prepared meeting minutes to reflect the general discussion and action items associated with the specific meetings referenced.

ATTACHMENTS: Minutes

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve the minutes

South Central Regional Airport Agency
Meeting Minutes
Thursday, June 6, 2019

Committee Members Present: Dr. David Barnes, Pam Blomgren, Kevin Gaul, Jim Hansen, Sid Pinney, Joe Warrick. Absent: None.

SCRAA Staff Present: Mike Nardini, Pella City Administrator; Mike Schrock, Oskaloosa City Manager.

Meeting called to order by Chairman Barnes at 7:00 p.m. in the Pella Public Safety Complex, 614 Main Street, Pella, Iowa.

It was moved by Hansen, seconded by Blomgren to approve the April 2, 2019 minutes.
Motion carried 6-0.

Chairman Barnes opened the call to the public. Comments were received from two members of the public: Danny Nugteren and John Bandstra.

It was moved by Blomgren, seconded by Pinney to approve Resolution No. 32 entitled, "APPROVING AMENDMENT #2 FOR TASK ORDER #1 WITH HDR ENGINEERING, INC."
Motion carried 6-0.

As background, Task Order #1 was originally approved for the purpose of conducting a public information meeting to satisfy Iowa Code Chapter 6B requirements for governmental projects planning to acquire agricultural property. Amendment #2 under consideration is for the purpose of general planning and engineering services conducted by HDR Engineering including time spent working with the Mahaska County Board of Supervisors as well as general work not associated with other task orders. The estimated not-to-exceed fees for Amendment #2 total \$19,930. If approved, below is the updated summary of the fees for Task Order #1:

Original Task Order	\$24,749
Amendment #1	34,006
<u>Amendment #2</u>	<u>19,930</u>
Task Order #1	<u>\$78,685</u>

It was moved by Hansen, seconded by Blomgren to approve Resolution No. 33 entitled, "APPROVING AMENDMENT #1 FOR TASK ORDER #2 WITH HDR ENGINEERING, INC." Motion carried 6-0.

As background, Task Order #2 was originally approved for the purpose of satisfying all procedural requirements for release and disposal of federally obligated land. Amendment #1 under consideration is for the purpose of conducting an additional appraisal as required by the Federal Aviation Administration (FAA) for the Oskaloosa release. The estimated not-to-exceed fees for Amendment #1 total \$4,500. If approved, below is the updated summary of the fees for Task Order #2:

Original Task Order	\$81,162.23
<u>Amendment #1</u>	<u>4,500.00</u>
Task Order #2	<u>\$85,662.23</u>

It was moved by Blomgren, seconded by Gaul, at 7:11 p.m. to enter into Closed Session pursuant to Iowa Code Chapter 21 Section 5 sub paragraph 1. j. to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Motion carried 6-0.

It was moved by Hansen, seconded by Barnes to exit the closed session. Motion carried 6-0. SCRAA back into open session at 8:04 p.m.

It was moved by Blomgren, seconded by Pinney to approve Resolution No. 34 entitled, "RESOLUTION ESTABLISHING FAIR MARKET VALUE OF PROPERTY FOR THE SOUTH CENTRAL REGIONAL AIRPORT." Motion carried 6-0.

No staff reports were presented.

The time and date for the next meeting is yet to be determined.

The meeting adjourned at 8:09 p.m.

Minutes prepared by Mike Nardini

South Central Regional Airport Agency
Meeting Minutes
Friday, June 21, 2019

Committee Members Present: Dr. David Barnes, Kevin Gaul, Jim Hansen, Sid Pinney (via phone), Joe Warrick. Absent: Pam Blomgren

SCRAA Staff Present: Mike Nardini, Pella City Administrator.

Meeting called to order by Chairman Barnes at 12:02 p.m. in the Pella Public Safety Complex, 614 Main Street, Pella, IA.

Chairman Barnes opened the call to the public. No comments were received.

It was moved by Gaul, seconded by Hansen, at 12:03 p.m. to enter into Closed Session under Code of Iowa; Chapter 21 Section 5 sub paragraph 1. j. to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Motion carried 5-0.

It was moved by Gaul, seconded by Hansen to exit the closed session. Motion carried 5-0. SCRAA back into open session at 12:32 p.m.

It was moved by Gaul, seconded by Hansen to approve a resolution authorizing execution of an agreement between the South Central Regional Airport Agency and the owners of the Vos property for purchase of that property and authorizing the submission of a grant application to the Federal Aviation Authority for purchase of that property. Motion carried 5-0.

No staff reports were presented.

The time and date for the next meeting is yet to be determined.

The meeting adjourned at 12:40 p.m.

Minutes prepared by Mike Nardini

ITEM NO: 5

SUBJECT: Resolution approving Amendment #2 to Task Order #2 for the Oskaloosa Municipal Airport (OOA) Federal Land Release.

DATE: September 12, 2019

BACKGROUND: This resolution approves Amendment #2 for Task Order #2 with HDR Engineering, Inc.

On December 13, 2017, the SCRAA approved Resolution No. 22, Task Order #2, with HDR Engineering to complete all procedural requirements for the release and disposal of federally obligated land.

Amendment #1 in the amount of \$4,500, was approved by the SCRAA on June 6, 2019, for the purpose of conducting an additional appraisal as required by the Federal Aviation Administration (FAA) for the Oskaloosa release.

Amendment #2 in the amount of \$6,258.15 is for additional costs incurred by Wapsi Valley for additional environmental work for the Oskaloosa release. The additional work was triggered by requirements of the Iowa State Historic Preservation Office (SHPO).

If approved, below is the updated summary of the fees for Task Order #2:

Original Task Order	\$81,162.23
Amendment #1	\$ 4,500.00
<u>Amendment #2</u>	<u>\$ 6,258.15</u>
Task Order #2	\$91,920.38

ATTACHMENTS: Resolution; Amendment #2 to Task Order #2.

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve the resolution.

RESOLUTION NO. _____

RESOLUTION APPROVING AMENDMENT #2 TO TASK ORDER #2

WHEREAS, the South Central Regional Airport Agency (SCRAA) approved Task Order #2 for the purpose of satisfying all procedural requirements for release and disposal of federally obligated land with HDR Engineering, Inc. on December 13, 2017 with a not-to-exceed fee total of \$81,162.23; and

WHEREAS, the SCRAA approved Amendment #1 to Task Order #2 for additional appraisal services as required by the Federal Aviation Administration for the Oskaloosa release on June 6, 2019 with a not-to-exceed amount of \$4,500; bringing the total fees for Task Order #2 to a not-to-exceed amount of \$85,662.23; and

WHEREAS, Amendment #2 to Task Order #2 is for the purpose of covering additional environmental work required by the Iowa State Historic Preservation Office for the Oskaloosa release; and

WHEREAS, the proposed fees by HDR Engineering, Inc. for Amendment #2 to Task Order #2 shall not exceed \$6,258.15, bringing the total fees for Task Order #2 to a not-to-exceed amount of \$91,920.38.

NOW, THEREFORE, it is hereby resolved by the Board of the SCRAA that the proposed Amendment #2 to Task Order #2 be approved. The Board Chairperson is hereby authorized to execute the proposed amendment on behalf of the SCRAA.

Passed and approved this 12th day of September 2019.

David Barnes, Board Chairman

ATTEST:

Secretary/Treasurer

AMENDMENT 2 TO TASK ORDER NO. 2

THIS AMENDMENT #2 TO Task Order No. 2 is made by and between South Central Regional Airport Agency (SCRAA) (“OWNER”) and HDR Engineering, Inc. (HDR) (“ENGINEER”).

WHEREAS, OWNER and ENGINEER entered into Task Order No. 2, dated December 13, 2017; and

WHEREAS, OWNER and ENGINEER wish to amend Task Order No. 2 as contained herein.

OWNER and ENGINEER hereby agree as follows:

1.1 Task Order No. 2 is hereby amended as follows:

Section 2.0 Scope of Work shall be modified to include the following:
Additional architectural history evaluation/cultural resource survey for the proposed release of real estate at the Oskaloosa Municipal as now required by FAA. Additional cost to complete the work is \$6,258.15

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to Task Order No. 2 and accept all of the modifications contained herein, this ____ day of _____, 2019.

“OWNER”

BY: _____

NAME: _____

TITLE: _____

“ENGINEER”

BY: Jason L. Kjenstad

NAME: Jason Kjenstad

TITLE: Vice President

ITEM NO: 6

SUBJECT: Motion directing Jerry Searle, HDR, to compose a letter on behalf of the SCRAA to Mahaska County concerning communication tower siting locations.

DATE: September 12, 2019

BACKGROUND: Jerry Searle, HRD Engineering Inc. was recently contacted by Mazitello Professional Services regarding the proposed 350 foot Mahaska County 911 tower under consideration by the County. A location that has been under consideration for the project is the Mahaska County Secondary Roads facility located at 2074 Old Highway 163 or Highway 432 in Oskaloosa.

As discussed during the most recent SCRAA Executive Committee meeting, the Committee recommends the SCRAA Board approve a motion directing Jerry Searle to draft and submit a letter to Mahaska County objecting to the Secondary Road location, as well as any other location that may adversely impact approach minimums for the South Central Regional Airport project.

The attached map shows the Mahaska County Fairgrounds as a possible location. The Mahaska County Secondary Roads facility is west of that site, off of Highway 432

ATTACHMENTS: Map.

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve the motion directing HDR to draft a letter to Mahaska County on the SCRAA's behalf.

