

South Central Regional Airport Agency
Meeting Minutes
Tuesday, February 27, 2018

Committee Members Present: Pamela Blomgren, James Hansen, David Barnes, and Sid Pinney.

Committee Members Absent: Joe Warrick and Randy Borgerding.

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

SCRAA Staff Absent: David Shanahan, Mahaska County Engineer.

Meeting called to order by Chairman Hansen at 6:00 p.m. in the Pella Public Safety Complex, 614 Main Street, Pella, IA.

It was moved by Barnes, seconded by Blomgren to approve the December 13, 2017 minutes. Motion carried 4-0.

Chairman Hansen opened the call to the public. Comments were received by Mr. Daniel Nugteren and Mr. John Bandstra. Mr. Bandstra also requested to submit his written comments into the meeting minutes. A motion was made by Pinney, seconded by Blomgren to accept the comments into the meeting minutes. Pinney, Blomgren, and Hansen voted to accept the written comments while Barnes voted to deny placing the written comments into the meeting minutes. The motion passed on a 3-1 vote.

It was moved by Blomgren, seconded by Barnes to approve the resolution entitled, "ELECTING OFFICER POSITIONS". Motion carried 4-0. Listed below are the approved officers for the SCRAA:

Jim Hansen, Chair (representing the City of Oskaloosa).

Joe Warrick, Vice Chair (representing Mahaska County).

David Barnes, Secretary/Treasurer (representing the City of Pella).

The term for the officers will begin on February 27, 2018 and extend through the date of the 2019 annual meeting. In addition, this resolution also authorized Sid Pinney to fill the role of Vice Chair in the event of the absence of the Mahaska County representative.

It was moved by Barnes, seconded by Blomgren to approve the resolution entitled, "RESOLUTION APPROVING FISCAL YEAR 2018-19 BUDGET AND AUTHORIZING SUBMITTAL TO THE CITY OF OSKALOOSA AND THE CITY OF PELLA". Motion carried 4-0.

Annually, the South Central Regional Airport Agency (SCRAA) is required to submit a proposed operating and capital budget for consideration to the City of Oskaloosa and the City of Pella. This resolution adopts the proposed budget and authorizes submittal to the respective cities. Listed below is the Fiscal Year 2018-19 Budget:

Fiscal Year 2018-19 Budget

Operating Expenditures

Insurance	\$	5,000
Audit		4,800
Legal		7,000
Training/Conferences		1,600
Travel		4,000
Website Maintenance		<u>750</u>
Total Operating Expenditures	\$	<u>23,150</u>

Capital Expenditures

Anticipated expenditures for HDR Engineering for FY 18-19 is \$27,000 for work associated with the federal release of the Oskaloosa Municipal Airport.

Jerry Searle provided an update on the upcoming information meeting with potentially impacted property owners. This meeting is required under Iowa law and is currently scheduled to be held on April 5, 2018 from 3:00 to 5:00 p.m. at the Pella Public Safety Complex. Jerry also provided an overview of the work his firm is performing to secure a federal release for the Oskaloosa Municipal Airport.

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

A motion to adjourn was moved by Pinney and seconded by Barnes. Motion carried 4-0.

The meeting adjourned at 6:19 p.m.

Minutes prepared by Mike Nardini

I'm John Bandstra of Mahaska County. I request these written comments be included in the minutes for this meeting. I would like to take a moment to ask Jim Hansen if he wishes to comment on his written comments to me.

Jim Hansen states in an email dated February 08, 2018 that the action by the Supervisors was illegal. May I remind Jim and the Board this is only Jim's opinion. It is the duty of the court to decide if the action taken by the Supervisors was legal or illegal.

Item 4. On tonight's agenda is Resolution No. 23 entitled, "Electing Officer Positions". In this Resolution the SCRAA Executive Committee is recommending Joe Warrick to be Vice Chair representing Mahaska County. Mahaska County released Joe Warrick for being their representative months ago. How can you state he represents Mahaska County when he has been released from that position? Does the Board consider this legal?

May I remind the Board the 28E Agreement Article III Section 5 a. states Regular meetings shall be held at least quarterly at the place, day and hour set forth in a schedule of regular meetings for the following year that is approved by the Board. The annual meeting shall be the first regular meeting held in February of each year. This being the February meeting, this is the meeting to schedule the regular meeting for the rest of the year.

There has been a significant change in land prices, costs of construction along with the scope of the project. When will an updated Financial Plan outlining the costs to build the airport be published?

John Bandstra

Subject:RE: RE: SCRAA questions

From:jhansen@scraalowa.com
To:John Bandstra
Cc:mnardini@cityofpella.com

Date:Thursday, February 08, 2018 08:37:54 AM

John,

The action taken by the Supervisors was illegal and has put the SCRAA Board in a position of having to openly and appropriately cover the responsibilities of the Secretary. In accordance with the Agreement establishing the SCRAA, these duties are being performed by or with the assistance of staff. This assistance, in fact, mitigates the damages caused by the actions of the Board of Supervisors in that it allows the SCRAA Board to proceed with its stated duties. Approval of expenditures lies with the Board, not the Secretary.

Thanks, Jim

From: John Bandstra
Sent: Monday, February 05, 2018 10:53 PM
To: Jim Hansen
Cc: 'Mike Nardini'
Subject: Re: RE: SCRAA questions

Jim & Mike,

I am not sure why you would consider questions dealing with the two resolutions presented at the last SCRAA meeting as being repetitive. Can you explain why you consider that a repetitive question?

Please also answer the questions I sent to Mike on January 3rd. With the elections scheduled for the for this month's meeting, The questions are important questions. If the questions seem repetitive it is because they have not been answered. If you notice, my questions are asking for the specific documentation reference to substantiate your answers.

John Bandstra

John Bandstra
To:mnardini@cityofpella.com

Jan 03 at 2:37 PM

Mike Nardini ,

Article III Section 2.a of the 28E Agreement states:

Each representative of the board shall be a member of its governing body, or other person appointed by the mayor or chair of the governing body and approved by such governing body.

Mahaska County is on public record releasing Joe Warrick of his duties on the SCRAA board. This creates a vacancy for the position of the Treasurer. In the previous meeting the following comment was made:

Article 3, Section 40, last sentence states the 'secretarial duties may be performed by staff' not the fiscal (Treasurer) duties. That's the responsibility of the 'not represented' Treasurer, party representing Mahaska County.

How does the Board legally spend money (ie establish contracts) without the 28E designated responsible officer? Article 7, Section 5 does not apply since the responsible Board Officer (Treasurer) is not physically on the Board? Staff can do the 'staffing or ground

work' but the Treasurer is the designated responsible individual. The coordinating agency per Article 4, Section 2A is responsible to the Executive Committee/Treasurer for proper fiscal actions.

The 28E Agreement between Mahaska County, the City of Oskaloosa, and the City of Pella was approved by each entity in 2012. To-date, there have been no amendments or changes to the agreement.

Mike, your response was as follows:

The Agreement provides that:

e. The officers of the Board shall be elected annually by and from the representatives of the Parties present at the annual meeting of the Board.

f. Each officer shall hold office until his or her successor has been duly elected. Alternates shall not be eligible to serve as officers. A vacancy in the office of Chair, Vice-Chair or Secretary/Treasurer shall be filled by the Board for the unexpired portion of the term.

The current Board has the authorization to fill the position of the Treasurer.

Article III, Section 2., b. states Each representative of the Board shall be a member of its governing body, or other person appointed by the mayor or chair of the governing body and approved by such governing body. With Mahaska County releasing their representative, by what authority can Joe Warrick be Secretary/Treasurer? Please reference the section of the 28E that would allow him to currently be in that position.

At the December 13, 2017 SCRAA meeting, Resolution No. 21 and Resolution No. 22 listed Joe Warrick as Secretary/Treasurer. How is this possible as these documents were created after Mahaska County has released Joe Warrick from his duties from the SCRAA board?

Article III, Section 4, a. states The officers of the Board shall be the Chair, the Vice Chair, and the Secretary/Treasurer each of whom shall be elected by vote of the Board. Each Party shall be represented by one officer. How will the officers of the board be filled with Mahaska County not having a representative on the board? Again, please reference the section of the 28E which authorizes the action the board will take.

John Bandstra

On Monday, February 05, 2018 03:41:35 PM, Jim Hansen <jhansen@scraalowa.com> wrote:

John, it was our thinking that the questions you asked were repetitive of previous questions. If you like, please resend and we'll review.

Jim Hansen

-----Original Message-----

From: John Bandstra
Sent: Wednesday, January 17, 2018 8:53 AM
To: Jim Hansen
Subject: SCRAA questions

Jim,

At the SCRAA meetings you indicate SCRAA will answer questions if addressed to Mike Nardin. What would you consider a reasonable amount of time to receive a reply to questions?

John Bandstra