



Agenda

Airport Board

Municipal Airport, 19623 40th Street, Oelwein, Iowa

6:30 PM

November 18, 2021
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Warren Fisk

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- [1.](#) Consideration of a motion to approve the minutes of the September 16, 2021 meeting

EXPENSE REVIEW

- [2.](#) Review of Revenue and Expense Reports

FBO REPORT

OLD BUSINESS

NEW BUSINESS

SCHEDULE NEXT MEETING DATE

ADJOURNMENT

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



Minutes

Airport Board

Municipal Airport, 19623 40th Street, Oelwein, Iowa

September 16, 2021 - 6:30 PM

Item 1.

CALL TO ORDER

The meeting was called to order by Bryan at 6:30 P.M.

ROLL CALL

Present: Bryan, Woodraska, Tuchscherer, Nations
Absent: Bagge
Also Present: Council Liaison Stewart, FBO Tegeler

APPROVAL OF MINUTES

1. Consideration of a motion to approve the minutes of the August 19, 2021 meeting
The minutes were accepted as presented.

EXPENSE REVIEW

2. Review of Expense and Revenue Reports

Tegeler noted on the expense report there was a bill from Dicks Petroleum. This was not an Airport Expense. This will be forwarded to City Hall for correction.

FBO REPORT

It was reported the Young Eagles event was successful with 72 participants and 7 aircraft.

Tegeler stated the AWOS reported 100 mph winds during the recent storm which took down a power pole. The pole is still on the ground along with the overhead line which feeds the west hangars. Discussion was held on burying the line to the diesel tank. Tegeler would like to see the diesel tank replaced with a skid tank and possible move it near the shop. Mulgrew will be contacted to see if they would provide a tank. Hangar 1A light panels will need replacing due to storm damage also.

Crop Care's office trailer was blown into the 5th wheel trailer and they are possibly interested in bringing in a portable building on skids to be used for office space. He would also bring in gravel for a drive. Bryan said once they figure out what they want, bring it to the Board for review.

OLD BUSINESS

Tegeler reported he has not heard anything on the fuel pumps.

Hangars – Tegeler stated there are currently two vacant hangars.

NEW BUSINESS

Stewart stated the Council approved moving forward with the Runway Maintenance project which would include crack sealing of the apron, taxiway and runway. Hopefully the project would be completed in the spring.

SCHEDULE NEXT MEETING DATE

The next meeting is scheduled for November 18, 2021 at 6:30 P.M.

ADJOURNMENT

A motion was made by Nations, seconded by Tuchscherer to adjourn at 6:56 P.M.

Report Criteria:

Actual amounts

All accounts

Account.Account number = "001280043110"- "001280065060"

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
001-2800-43110 HANGAR RENT				
	09/30/2021 (09/21) Balance			4,375.00-
AR	Payment Applied - Hangars - TIM RECKER		70.00-	
AR	Payment Applied - Hangars - TIM RECKER		140.00-	
AR	Payment Applied - Hangars - KATHERINE McCA		65.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		56.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		90.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		90.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		155.00-	
AR	Payment Applied - Hangars - PAUL MARCOTTE		65.00-	
AR	Payment Applied - Hangars - DON BAHE-SUMN		70.00-	
AR	Payment Applied - Hangars - DON BAHE-SUMN		70.00-	
AR	Payment Applied - Hangars - DON BAHE-SUMN		70.00-	
YTD Encumbrance	.00 YTD Actual	5,316.00- Total	5,316.00- YTD Budget	16,000.00- Unearned 10,684.00
001-2800-43120 LAND RENT				
	09/30/2021 (09/21) Balance			.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	30,000.00- Unearned 30,000.00
001-2800-47053 COURTESY CAR DONATIONS				
	09/30/2021 (09/21) Balance			.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	100.00- Unearned 100.00
001-2800-47100 ELECTRICAL REIMBURSEMENT				
	09/30/2021 (09/21) Balance			.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
001-2800-47130 JET A/100LL FUEL REIMBURSEMENT				
	09/30/2021 (09/21) Balance			3,400.01-
YTD Encumbrance	.00 YTD Actual	3,400.01- Total	3,400.01- YTD Budget	4,500.00- Unearned 1,099.99
001-2800-47990 MISC				
	09/30/2021 (09/21) Balance			.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
001-2800-60100 SALARY				
	09/30/2021 (09/21) Balance			47.50
YTD Encumbrance	.00 YTD Actual	47.50 Total	47.50 YTD Budget	500.00 Unearned 452.50-
001-2800-63100 BUILDING				
	09/30/2021 (09/21) Balance			1,914.74
AP	KENS ELECTRIC	2,488.85		
	**Desc: TRENCHING DUE TO STORM DAMAGE			
AP	VOLTMER INC	6,067.66		
	**Desc: REPLACE LIGHTS ON WINDCONE			
YTD Encumbrance	.00 YTD Actual	10,471.25 Total	10,471.25 YTD Budget	2,500.00 Unearned 7,971.25
001-2800-63310 VEHICLE				
	09/30/2021 (09/21) Balance			138.47
YTD Encumbrance	.00 YTD Actual	138.47 Total	138.47 YTD Budget	1,500.00 Unearned 1,361.53-
001-2800-63730 COMMUNICATIONS				
	09/30/2021 (09/21) Balance			227.31
AP	COMMUNITY DIGITAL WIRELESS LLC	43.95		
	**Desc: AIRPORT INTERNET SERVICE			
AP	AUREON COMMUNICATIONS	31.68		
	**Desc: AIRPORT PHONE SERVICE			
YTD Encumbrance	.00 YTD Actual	302.94 Total	302.94 YTD Budget	1,000.00 Unearned 697.06-
001-2800-63810 UTILITIES				
	09/30/2021 (09/21) Balance			1,099.13
AP	BLACKHAWK WASTE DISPOSAL CO INC	28.00		
	**Desc: GARBAGE PICKUP			
AP	EAGLE POINT ENERGY 5 LLC	284.13		
	**Desc: ELECTRIC SERVICE			
AP	ALLIANT ENERGY	21.11		
	**Desc: ELECTRIC SERVICE			
YTD Encumbrance	.00 YTD Actual	1,432.37 Total	1,432.37 YTD Budget	5,500.00 Unearned 4,067.63-
001-2800-64950 CONTRACTS				
	09/30/2021 (09/21) Balance			8,823.00
AP	TEGELER AVIATION LLC	2,941.00		
	**Desc: OCTOBER FBO FEE			
YTD Encumbrance	.00 YTD Actual	11,764.00 Total	11,764.00 YTD Budget	35,700.00 Unearned 23,936.00-

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
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001-2800-65041 EQUIPMENT

	09/30/2021 (09/21) Balance			1,735.21
AP	MULGREW OIL CO	858.00		
	**Desc: TANK 300 SINGLE WALL			
YTD Encumbrance	.00 YTD Actual	2,593.21 Total	2,593.21 YTD Budget	2,500.00 Unearned 93.21

001-2800-65060 OFFICE SUPPLIES

	09/30/2021 (09/21) Balance			91.93
YTD Encumbrance	.00 YTD Actual	91.93 Total	91.93 YTD Budget	500.00 Unearned 408.07-

Number of transactions: 28	Number of accounts: 14	Debit	Credit	Proof
Grand Totals:		<u>12,764.38</u>	<u>941.00-</u>	<u>11,823.38</u>

Report Criteria:

Actual amounts

All accounts

Account.Account number = "001280043110"-"001280065060"

CITY OF OELWEIN
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING OCTOBER 31, 2021

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>AIRPORT</u>						
001-2800-43110	HANGAR RENT	941.00	5,316.00	16,000.00	10,684.00	33.2
001-2800-43120	LAND RENT	.00	.00	30,000.00	30,000.00	.0
001-2800-47053	COURTESY CAR DONATIONS	.00	.00	100.00	100.00	.0
001-2800-47130	JET A/100LL FUEL REIMBURSEMENT	.00	3,400.01	4,500.00	1,099.99	75.6
	TOTAL AIRPORT	941.00	8,716.01	50,600.00	41,883.99	17.2
	TOTAL FUND REVENUE	941.00	8,716.01	50,600.00	41,883.99	17.2

CITY OF OELWEIN
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2021

Item 2.

GENERAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
001-2800-60100 SALARY	.00	47.50	500.00	452.50	9.5
001-2800-63100 BUILDING	8,556.51	10,471.25	2,500.00	(7,971.25)	418.9
001-2800-63310 VEHICLE	.00	138.47	1,500.00	1,361.53	9.2
001-2800-63730 COMMUNICATIONS	75.63	302.94	1,000.00	697.06	30.3
001-2800-63810 UTILITIES	333.24	1,432.37	5,500.00	4,067.63	26.0
001-2800-64950 CONTRACTS	2,941.00	11,764.00	35,700.00	23,936.00	33.0
001-2800-65041 EQUIPMENT	858.00	2,593.21	2,500.00	(93.21)	103.7
001-2800-65060 OFFICE SUPPLIES	.00	91.93	500.00	408.07	18.4
TOTAL AIRPORT	12,764.38	26,841.67	49,700.00	22,858.33	54.0
TOTAL FUND EXPENDITURES	12,764.38	26,841.67	49,700.00	22,858.33	54.0
NET REVENUE OVER EXPENDITURES	(11,823.38)	(18,125.66)	900.00	19,025.66	(2014.