



Agenda

Airport Board

20 Second Avenue SW, Oelwein

6:30 PM

February 11, 2026
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Matt Weber

Board Members: Jason Gearhart, Ken Woodraska, John Bagge, Nathan Schares, Tony Reinking, Jeffery Brackett

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. January Minutes.

EXPENSE REVIEW

2. January Expenses.

FBO REPORT

OLD BUSINESS

NEW BUSINESS

3. Discussion on empty sections of hangar buildings for rental to the public, ie: NW, SW corners of east hangar and NE corner of SW hangar.
4. Replacing stained ceiling tiles in terminal with tiles from office ceiling.
5. Repair to NW hangar door on east hangar.

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

January 14, 2026 - 6:30 PM

CALL TO ORDER

ROLL CALL The meeting was called to order at 6:43 PM. Present were:

- **Present:** Tony Reinking, Nate Schares, Jeff Brackett, John Bagge (arrived later), Jason Gearhart
- **Absent:** Ken Woodraska

APPROVAL OF MINUTES

1. November Minutes.

The board reviewed the November 2025 minutes. There was no meeting in December.

Clarification was provided regarding minute transcription using AI.

Motion to approve made by Reinking, seconded by Schares. Motion carried.

EXPENSE REVIEW

2. November Expenses.
3. December Expenses.

Reviewed November and December 2025 expenses.

Items discussed included:

- Replacement control board for hangar heater.
- Completion of fiber internet installation.
- Arion landline telephone service still being billed; city to consider canceling.

Motion to approve expenses made by Reinking, seconded by Schares. Motion carried.

FBO REPORT

No formal report submitted by Sky Valley Aviation. Clarified that FBO services are now limited to aircraft maintenance. City handles airport operations.

OLD BUSINESS

4. Discussion on setting a budget or leave it to the city.

Board discussed budget authority and agreed to defer budgeting decisions to the City Administrator and Council.

Motion made by Reinking to allow city to continue managing airport budget. Seconded by Bagge. Motion carried.

5. With the cost of fire extinguisher inspections, would it be cost effective for Oelwein Fire Department personal to get certified by an approved body like NAFED or ProBoard for NFPA 10 inspections?

Reviewed Assistant Fire Chief Matt Weber's response.

City will continue to contract with Hawkeye Fire for certified inspections due to training, liability, and cost concerns.

6. Follow up on discussion with Randy Althouse.

Discussion regarding Althouse's aircraft being un-airworthy for over 4 years.

Sky Valley reported no progress from tenant.

Motion made to recommend eviction due to non-compliance.

Upon Bagge's arrival, further discussion was held considering tenant's health concerns and possible inspection by external FBO.

Board agreed to extend a final deadline to make the aircraft airworthy.

Final Motion: Bagge will contact the tenant. If the aircraft is not made airworthy by March 1, 2026, the City will proceed with eviction. Motion passed unanimously.

7. Straighten dented NW hangar door on the east hangar.

Report of bent corrugated steel panels on northwest hangar door.

Public Works will inspect and complete necessary repairs

NEW BUSINESS

8. Recording book to note issues with the airport facilities that anyone can make a comment on, likes or dislikes, good or bad, needs, issues.

Board agreed to implement a logbook system for members to track conditions (bathroom status, cleanliness, fuel, etc.).

Calendar will be placed in the utility closet.

9. Painting murals on hangar doors of the east hangar by schools, artists, communities to dress up the hangar.

Proposal to invite Oelwein High School art students to paint murals on the east hangar doors.

Sky Valley voiced concern over appearance.

Board supports the initiative pending City and school approval.

Motion made to recommend the City consider the proposal if school agrees. Motion carried.

10. Replace 2 black chairs that are peeling with donated couch and/or loveseat.

Board approved replacing worn black terminal chairs with a donated couch from Ken.

Motion to accept donation made and passed unanimously.

SCHEDULE NEXT MEETING DATE

The next Airport Board meeting is scheduled for February 11, 2026, at 6:30 PM.

ADJOURNMENT

Motion to adjourn made by Ranking, seconded by Shares. Meeting adjourned.

CITY OF OELWEIN
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2026

Item 2.

GENERAL

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|---------------------------|------------------------|-----------------|-------------------|------------------|---------------------|--------------|
| AIRPORT | | | | | | |
| 001-2800-43110 | HANGAR RENT | 2,685.00 | 19,646.00 | 16,000.00 | (3,646.00) | 122.8 |
| 001-2800-43120 | LAND RENT | .00 | .00 | 32,775.00 | 32,775.00 | .0 |
| 001-2800-45000 | FUEL SALES | 599.16 | 116,760.83 | 15,000.00 | (101,760.83) | 778.4 |
| 001-2800-47053 | COURTESY CAR DONATIONS | .00 | 37.30 | 100.00 | 62.70 | 37.3 |
| 001-2800-47990 | MISC | .00 | 1,440.00 | .00 | (1,440.00) | .0 |
| TOTAL AIRPORT | | 3,284.16 | 137,884.13 | 63,875.00 | (74,009.13) | 215.9 |
| TOTAL FUND REVENUE | | 3,284.16 | 137,884.13 | 63,875.00 | (74,009.13) | 215.9 |

CITY OF OELWEIN
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2026

Item 2.

GENERAL

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|-----------------|-------------------|--------------------|---------------------|--------------|
| AIRPORT | | | | | |
| 001-2800-60100 SALARY | .00 | 6,183.75 | 15,000.00 | 8,816.25 | 41.2 |
| 001-2800-63100 BUILDING | 327.42 | 5,114.12 | 7,000.00 | 1,885.88 | 73.1 |
| 001-2800-63310 VEHICLE | .00 | .00 | 100.00 | 100.00 | .0 |
| 001-2800-63313 JET FUEL PURCHASED | .00 | 67,254.46 | 8,000.00 | (59,254.46) | 840.7 |
| 001-2800-63314 LOW LEAD FUEL PURCHASED | .00 | 36,034.19 | 7,000.00 | (29,034.19) | 514.8 |
| 001-2800-63730 COMMUNICATIONS | 138.47 | 1,080.79 | 11,000.00 | 9,919.21 | 9.8 |
| 001-2800-63810 UTILITIES | 1,247.65 | 3,192.54 | 3,500.00 | 307.46 | 91.2 |
| 001-2800-64950 CONTRACTS | 140.00 | 1,050.00 | 8,000.00 | 6,950.00 | 13.1 |
| 001-2800-65041 EQUIPMENT | .00 | 2,071.32 | 8,000.00 | 5,928.68 | 25.9 |
| 001-2800-65060 OFFICE SUPPLIES | .00 | 103.16 | 500.00 | 396.84 | 20.6 |
| TOTAL AIRPORT | 1,853.54 | 122,084.33 | 68,100.00 | (53,984.33) | 179.3 |
| TOTAL FUND EXPENDITURES | 1,853.54 | 122,084.33 | 68,100.00 | (53,984.33) | 179.3 |
| NET REVENUE OVER EXPENDITURES | 1,430.62 | 15,799.80 | (4,225.00) | (20,024.80) | 374.0 |

CITY OF OELWEIN

Detail Ledger - Airport Detail Reports

Period 01/26 (01/31/2026)

Feb 04, 2026 3:04PM

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 | | | | |
| AR | Payment Applied - Hangars - MIKE MATTHIAS | 75.00- | | |
| AR | Payment Applied - Hangars - KEN WOODRASKA | 95.00- | | |
| AR | Payment Applied - Hangars - RANDY ALTHOUS | 75.00- | | |
| AR | Payment Applied - Hangars - SKY VALLEY AVIA | 95.00- | | |
| AR | Payment Applied - Hangars - SKY VALLEY AVIA | 650.00- | | |
| AR | Payment Applied - Hangars - KATHERINE McCa | 70.00- | | |
| AR | Payment Applied - Hangars - MIKE MATTHIAS | 75.00- | | |
| AR | Payment Applied - Hangars - KEN WOODRASKA | 1,045.00- | | |
| AR | Payment Applied - Hangars - RANDY ALTHOUS | 225.00- | | |
| AR | Payment Applied - Hangars - BRIAN FINNEGAN | 20.00- | | |
| AR | Payment Applied - Hangars - BRIAN FINNEGAN | 190.00- | | |
| AR | Payment Applied - Hangars - BILL WALENCEUS | 70.00- | | |
| YTD Encumbrance | .00 YTD Actual | 19,646.00- Total | 19,646.00- YTD Budget | 16,000.00- Unearned 3,646.00- |
| 001-2800-43120 LAND RENT | | | | |
| YTD Encumbrance | .00 YTD Actual | .00 Total | .00 YTD Budget | 32,775.00- Unearned 32,775.00 |
| 001-2800-44410 GRANTS (FEDERAL) | | | | |
| YTD Encumbrance | .00 YTD Actual | .00 Total | .00 YTD Budget | .00 Unearned .00 |
| 001-2800-45000 FUEL SALES | | | | |
| CR | FUEL SALES - MERCHANT BANKCD 12/26--1/2 | 599.16- | | |
| Description: FUEL SALES - MERCHANT BANKCD 12/26--1/22 | | | | |
| YTD Encumbrance | .00 YTD Actual | 116,760.83- Total | 116,760.83- YTD Budget | 15,000.00- Unearned 101,760.83- |
| 001-2800-47053 COURTESY CAR DONATIONS | | | | |
| YTD Encumbrance | .00 YTD Actual | 37.30- Total | 37.30- YTD Budget | 100.00- Unearned 62.70 |
| 001-2800-47100 ELECTRICAL REIMBURSEMENT | | | | |
| YTD Encumbrance | .00 YTD Actual | .00 Total | .00 YTD Budget | .00 Unearned .00 |
| 001-2800-47130 JET A/100LL FUEL REIMBURSEMENT | | | | |
| YTD Encumbrance | .00 YTD Actual | .00 Total | .00 YTD Budget | .00 Unearned .00 |
| 001-2800-47990 MISC | | | | |
| YTD Encumbrance | .00 YTD Actual | 1,440.00- Total | 1,440.00- YTD Budget | .00 Unearned 1,440.00- |
| 001-2800-60100 SALARY | | | | |
| YTD Encumbrance | .00 YTD Actual | 6,183.75 Total | 6,183.75 YTD Budget | 15,000.00 Unexpended 8,816.25 |

CITY OF OELWEIN

Detail Ledger - Airport Detail Reports

Period 01/26 (01/31/2026)

Feb 04, 2026 3:04PM

| Journal | Payee or Description | Debit Amount | Credit Amount | Balance |
|--------------------------------|-----------------------------------|----------------|---------------------|------------------------------|
| 001-2800-63100 BUILDING | | | | |
| AP | JOHN DEERE FINANCIAL F.S.B. | 53.98 | | |
| | **Desc: Furnace filters | | | |
| AP | JOHN DEERE FINANCIAL F.S.B. | 64.90 | | |
| | **Desc: Softener Salt for Airport | | | |
| AP | MULGREW OIL CO | 208.54 | | |
| | **Desc: LP GAS AIRPORT | | | |
| YTD Encumbrance | .00 YTD Actual | 5,114.12 Total | 5,114.12 YTD Budget | 7,000.00 Unexpended 1,885.88 |

001-2800-63310 VEHICLE

| | | | | | |
|-----------------|----------------|-----------|----------------|-------------------|--------|
| YTD Encumbrance | .00 YTD Actual | .00 Total | .00 YTD Budget | 100.00 Unexpended | 100.00 |
|-----------------|----------------|-----------|----------------|-------------------|--------|

001-2800-63313 JET FUEL PURCHASED

| | | | | | |
|-----------------|----------------|-----------------|----------------------|---------------------|------------|
| YTD Encumbrance | .00 YTD Actual | 67,254.46 Total | 67,254.46 YTD Budget | 8,000.00 Unexpended | 59,254.46- |
|-----------------|----------------|-----------------|----------------------|---------------------|------------|

001-2800-63314 LOW LEAD FUEL PURCHASED

| | | | | | |
|-----------------|----------------|-----------------|----------------------|---------------------|------------|
| YTD Encumbrance | .00 YTD Actual | 36,034.19 Total | 36,034.19 YTD Budget | 7,000.00 Unexpended | 29,034.19- |
|-----------------|----------------|-----------------|----------------------|---------------------|------------|

001-2800-63730 COMMUNICATIONS

| | | | | | |
|----|----------------------------------|-------|--|--|--|
| AP | AUREON COMMUNICATIONS | 82.52 | | | |
| | **Desc: AIRPORT PHONE SERVICE | | | | |
| AP | ORAN MUTUAL TELEPHONE COMPANY | 55.95 | | | |
| | **Desc: AIRPORT INTERNET SERVICE | | | | |

| | | | | | |
|-----------------|----------------|----------------|---------------------|----------------------|----------|
| YTD Encumbrance | .00 YTD Actual | 1,080.79 Total | 1,080.79 YTD Budget | 11,000.00 Unexpended | 9,919.21 |
|-----------------|----------------|----------------|---------------------|----------------------|----------|

001-2800-63810 UTILITIES

| | | | | | |
|----|--------------------------|----------|--|--|--|
| AP | EAGLE POINT ENERGY 5 LLC | 125.40 | | | |
| | **Desc: ELECTRIC SERVICE | | | | |
| AP | ALLIANT ENERGY | 1,122.25 | | | |
| | **Desc: ELECTRIC SERVICE | | | | |

| | | | | | |
|-----------------|----------------|----------------|---------------------|---------------------|--------|
| YTD Encumbrance | .00 YTD Actual | 3,192.54 Total | 3,192.54 YTD Budget | 3,500.00 Unexpended | 307.46 |
|-----------------|----------------|----------------|---------------------|---------------------|--------|

001-2800-64915 REFUNDS

| | | | | | |
|-----------------|----------------|-----------|----------------|----------------|-----|
| YTD Encumbrance | .00 YTD Actual | .00 Total | .00 YTD Budget | .00 Unexpended | .00 |
|-----------------|----------------|-----------|----------------|----------------|-----|

001-2800-64950 CONTRACTS

| | | |
|----|--------------------|--------|
| AP | HORAN CLEANING LLC | 140.00 |
|----|--------------------|--------|

CITY OF OELWEIN

Detail Ledger - Airport Detail Reports

Period 01/26 (01/31/2026)

Feb 04, 2026 3:04PM

| Journal | Payee or Description | Debit Amount | Credit Amount | Balance |
|---------|----------------------|-----------------|------------------|---------|
|---------|----------------------|-----------------|------------------|---------|

001-2800-64950 CONTRACTS (continued)

**Desc: MONTHLY AIRPORT CLEANING - DECEMBER 2025

| | | | | | | | | | |
|-----------------|-----|------------|----------|-------|----------|------------|----------|------------|----------|
| YTD Encumbrance | .00 | YTD Actual | 1,050.00 | Total | 1,050.00 | YTD Budget | 8,000.00 | Unexpended | 6,950.00 |
|-----------------|-----|------------|----------|-------|----------|------------|----------|------------|----------|

001-2800-65041 EQUIPMENT

| | | | | | | | | | |
|-----------------|-----|------------|----------|-------|----------|------------|----------|------------|----------|
| YTD Encumbrance | .00 | YTD Actual | 2,071.32 | Total | 2,071.32 | YTD Budget | 8,000.00 | Unexpended | 5,928.68 |
|-----------------|-----|------------|----------|-------|----------|------------|----------|------------|----------|

001-2800-65060 OFFICE SUPPLIES

| | | | | | | | | | |
|-----------------|-----|------------|--------|-------|--------|------------|--------|------------|--------|
| YTD Encumbrance | .00 | YTD Actual | 103.16 | Total | 103.16 | YTD Budget | 500.00 | Unexpended | 396.84 |
|-----------------|-----|------------|--------|-------|--------|------------|--------|------------|--------|

| | | | | |
|----------------------------|------------------------|-------|--------|-------|
| Number of transactions: 21 | Number of accounts: 19 | Debit | Credit | Proof |
|----------------------------|------------------------|-------|--------|-------|

| | | | | |
|---------------|--|-----------------|------------------|------------------|
| Grand Totals: | | <u>1,853.54</u> | <u>3,284.16-</u> | <u>1,430.62-</u> |
|---------------|--|-----------------|------------------|------------------|