



Agenda

Airport Board

Oelwein Community Plaza, 25 West Charles Streets

6:30 PM

March 04, 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 October 1, 2020 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

The October 1, 2020 meeting of the City of Oelwein Airport Board was called to order at 6:00 P.M.

PRESENT: Tuchscherer, Nations, Bryan, Bagge

ABSENT: Woodraska

ALSO PRESENT: Council Liaison Stewart, FBO Tegeler

Approve Minutes A motion was made by Tuchscherer, seconded by Bagge to approve the minutes of the May 28, 2020 meeting. All voted aye.

Motion Carried

Expense/Revenue A motion was made by Tuchscherer, seconded by Nations to approve the Expense and Revenue reports. All voted aye.

Motion Carried

FBO Report Tegeler reported crop spraying is completed for the year. He has remitted \$5,600.00+ to the city for fuel fees. Tegeler mentioned the meter that tracks running gallons on the 100 low lead pump is not operating. It is a mechanical meter. The general consensus of the Board was that FBO Tegeler should call Dicks Petroleum to have it looked at.

The rear brake in the courtesy car has been repaired. The battery will not hold a charge and a maintainer has to be on all the time. Any time the courtesy has been broke down the old City car is available for use.

Federal Funding Discussion was held on the Federal Funding. Tegeler questioned if we lost funding as it re-allocated to another city. Stewart stated when the FAA asks cities to reappropriate funding it is because we are on the verge of losing the money. The next project is completion of the taxiway to end. Tegeler stated he did not want to lose the grass runway. Bryan is positive the city will have input for future projects.

Landscaping Bryan would like to see 1-2' of pea rock and shrubs planted around the terminal building to eliminate weeds and the need to use roundup. He would like to see it completed this fall. Tegeler is in favor of the pea gravel but believes shrubs would require additional care. It was noted plastic or brick edging would be needed along with fabric. A motion was made by Tuchscherer, seconded by Nations to obtain quotes to forward to the City for approval. All voted aye.

Motion Carried

Bryan volunteered to obtain bids.

Suspicious Person Tuchscherer stated there was a suspicious person on the airport grounds during crop dusting season and the police department was called the second time the

person showed up. Security cameras only report when there is motion.
Discussion was held on installing a gate on the west drive.

- Hangar Vacancy Tegeler reported there are currently two empty hangars.
- Restroom Dispensers Bagge questioned why the paper towel dispensers are not being used. Following discussion Bagge volunteered to research suppliers for products that will fit the dispensers.
- Crack Sealing The Board discussed the need for crack sealing. Stewart said this qualified for State money. Members would like to see this as a priority and Bryan will discuss this with City Administrator Mulfinger.
- Chairman Bryan stated he would like to step down as Chairman. This will be discussed at the next meeting.
- Meeting Date November 19, 2020 was scheduled for the next meeting.
- Adjourn A motion was made by Bagge, seconded by Tuchscherer to adjourn at 7:10 P.M. All voted aye.

Motion Carried

CITY OF OELWEIN
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2021

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>AIRPORT</u>						
001-2800-43110	HANGAR RENT	620.00	11,562.00	15,000.00	3,438.00	77.1
001-2800-43120	LAND RENT	.00	.00	30,000.00	30,000.00	.0
001-2800-47053	COURTESY CAR DONATIONS	.00	.00	250.00	250.00	.0
001-2800-47100	ELECTRICAL REIMBURSEMENT	.00	55.00	500.00	445.00	11.0
001-2800-47130	JET A/100LL FUEL REIMBURSEMENT	.00	5,623.87	5,000.00	(623.87)	112.5
	TOTAL AIRPORT	620.00	17,240.87	50,750.00	33,509.13	34.0
	TOTAL FUND REVENUE	620.00	17,240.87	50,750.00	33,509.13	34.0

CITY OF OELWEIN
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2021

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>						
001-2800-60100	SALARY	.00	421.93	500.00	78.07	84.4
001-2800-63100	BUILDING	.00	3,176.41	2,500.00	(676.41)	127.1
001-2800-63310	VEHICLE	.00	228.11	1,000.00	771.89	22.8
001-2800-63730	COMMUNICATIONS	75.77	601.25	1,000.00	398.75	60.1
001-2800-63810	UTILITIES	530.68	2,632.81	5,500.00	2,867.19	47.9
001-2800-64950	CONTRACTS	2,883.34	23,066.72	35,000.00	11,933.28	65.9
001-2800-65041	EQUIPMENT	803.09	3,390.99	2,500.00	(890.99)	135.6
001-2800-65060	OFFICE SUPPLIES	.00	532.40	500.00	(32.40)	106.5
	TOTAL AIRPORT	4,292.88	34,050.62	48,500.00	14,449.38	70.2
	TOTAL FUND EXPENDITURES	4,292.88	34,050.62	48,500.00	14,449.38	70.2
	NET REVENUE OVER EXPENDITURES	(3,672.88)	(16,809.75)	2,250.00	19,059.75	(747.1)

Report Criteria:

- Actual Amounts
- All Accounts
- Summarize Payroll Detail
- Print Grand Totals
- Include Only Description Comments
- Page and Total by FUND
- All Segments Tested for Total Breaks
- [Report].Account Number = "001280043110"-001280065060"

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
		01/31/2021 (01/21) Balance	001-2800-43110			10,942.00-
02/01/2021	AR	Payment Applied - Hangars - DON BAHE-SUM			70.00-	
02/01/2021	AR	Payment Applied - Hangars - MIKE MATTHIAS			65.00-	
02/22/2021	AR	Payment Applied - Hangars - PAUL MARCOTT			65.00-	
02/22/2021	AR	Payment Applied - Hangars - JOHN BAGGE			70.00-	
02/26/2021	AR	Payment Applied - Hangars - JOHN BAGGE			350.00-	
YTD Encumbrance		.00 YTD Actual -11,562.00 Total	-11,562.00 YTD Budget	-15,000.00 Unearned	3,438.00	
		01/31/2021 (01/21) Balance	001-2800-43120			.00
YTD Encumbrance		.00 YTD Actual .00 Total	.00 YTD Budget	-30,000.00 Unearned	30,000.00	
		01/31/2021 (01/21) Balance	001-2800-47053			.00
YTD Encumbrance		.00 YTD Actual .00 Total	.00 YTD Budget	-250.00 Unearned	250.00	
		01/31/2021 (01/21) Balance	001-2800-47100			55.00-
YTD Encumbrance		.00 YTD Actual -55.00 Total	-55.00 YTD Budget	-500.00 Unearned	445.00	
		01/31/2021 (01/21) Balance	001-2800-47130			5,623.87-
YTD Encumbrance		.00 YTD Actual -5,623.87 Total	-5,623.87 YTD Budget	-5,000.00 Unearned	(623.87)	
		01/31/2021 (01/21) Balance	001-2800-47990			.00
YTD Encumbrance		.00 YTD Actual .00 Total	.00 YTD Budget	.00 Unearned	.00	
		01/31/2021 (01/21) Balance	001-2800-60100			421.93
YTD Encumbrance		.00 YTD Actual 421.93 Total	421.93 YTD Budget	500.00 Unexpended	78.07	
		01/31/2021 (01/21) Balance	001-2800-63100			3,176.41
YTD Encumbrance		.00 YTD Actual 3,176.41 Total	3,176.41 YTD Budget	2,500.00 Unexpended	(676.41)	
		01/31/2021 (01/21) Balance	001-2800-63310			228.11
YTD Encumbrance		.00 YTD Actual 228.11 Total	228.11 YTD Budget	1,000.00 Unexpended	771.89	
		01/31/2021 (01/21) Balance	001-2800-63730			525.48
02/01/2021	AP	COMMUNITY DIGITAL WIRELESS LLC		43.95		
		**Desc: AIRPORT INTERNET SERVICE				

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/01/2021	AP	AUREON COMMUNICATIONS **Desc: AIRPORT PHONE SERVICE		31.82		
YTD Encumbrance		.00 YTD Actual	601.25 Total	601.25 YTD Budget	1,000.00 Unexpended	398.75
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UTILITIES		01/31/2021 (01/21) Balance		001-2800-63810		2,102.13
02/02/2021	AP	EAGLE POINT ENERGY 5 LLC **Desc: ELECTRIC SERVICE		138.55		
02/01/2021	AP	BLACKHAWK WASTE DISPOSAL CO INC **Desc: GARBAGE PICKUP		28.00		
02/11/2021	AP	ALLIANT ENERGY **Desc: ELECTRIC SERVICE		364.13		
YTD Encumbrance		.00 YTD Actual	2,632.81 Total	2,632.81 YTD Budget	5,500.00 Unexpended	2,867.19
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CONTRACTS		01/31/2021 (01/21) Balance		001-2800-64950		20,183.38
02/01/2021	AP	TEGELER AVIATION LLC **Desc: FEBRUARY FBO FEE		2,883.34		
YTD Encumbrance		.00 YTD Actual	23,066.72 Total	23,066.72 YTD Budget	35,000.00 Unexpended	11,933.28
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EQUIPMENT		01/31/2021 (01/21) Balance		001-2800-65041		2,587.90
01/18/2021	AP	JOHN DEERE FINANCIAL F.S.B. **Desc: CLIP/NUTS BOLTS/IMPACT SOCKET		15.53		
02/02/2021	AP	JOHN DEERE FINANCIAL F.S.B. **Desc: FUEL FILTERS - FUEL TANK		15.94		
02/10/2021	AP	MULGREW OIL CO **Desc: DIESEL FUEL - AIRPORT		449.30		
02/10/2021	JE	ADJ ENTRY PLOW BLADES EXPENSE FROM		322.32		
YTD Encumbrance		.00 YTD Actual	3,390.99 Total	3,390.99 YTD Budget	2,500.00 Unexpended	(890.99)
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OFFICE SUPPLIES		01/31/2021 (01/21) Balance		001-2800-65060		532.40
YTD Encumbrance		.00 YTD Actual	532.40 Total	532.40 YTD Budget	500.00 Unexpended	(32.40)

Number of Transactions: 15 Number of Accounts: 14

Total GENERAL:

Debit	Credit	Proof
4,292.88	620.00-	3,672.88

Number of Transactions: 15 Number of Accounts: 14

Grand Totals:

Debit	Credit	Proof
4,292.88	620.00-	3,672.88

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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