

## BOONE AIRPORT COMMISSION

### Meeting Minutes

09-08-2025 Boone Municipal Airport Commission Meeting

The Chairman, Joe Pundzak, called the meeting to order at 5:30 p.m.

Commissioners Present: Joe Pundzak, Joe Gibbs, Matt Grabau, Pete Frangos, Bill Byrd

Commissioner Absent: None

Others Present: Dale Farnham, Airport Manager, Joe Roenfeldt, Bolten & Menk, Garrett Jacobs via phone, and City Council member, David Byrd

#### **Approval of Agenda**

Commissioner Frangos made a motion to approve the agenda, which was seconded by Commissioner Byrd.

No discussion. The motion passed unanimously, 5-0

#### **Approval August 11, 2025, Airport Commission Meeting Minutes**

Commissioner Frangos moved to approve the minutes. Commissioner Grabau seconded the motion.

No further discussion. The motion passed unanimously, 5-0

#### **Approval of Accounts Payable**

Commissioner Byrd commented on the fact that our phone bill always shows a late charge and asked for an explanation. He was concerned that paying late reflected poorly on the Commission and the City.

Commissioner Gibbs moved to approve the payables. Commissioner Byrd seconded the motion.

No further discussion. The motion passed unanimously, 5-0

#### **Discussion/Approval of IAANG Lease & Property Agreements**

Commissioner Frangos moved to approve the agreements. Commissioner Grabau seconded the motion.

No further discussion. The motion passed unanimously, 5-0

#### **Council Paid Bills:**

InfoBunker	Internet Services	9.00
Jim Robbins	Legal Services	145.00
Pitney Bowes	Quarterly Postage	3.41
Reserve Account	Postage Refill	15.00

#### **Airport Paid Bills:**

Alliant Energy	Utilities	1,820.15
Bolton & Menk	Engineering Fees	9,308.00

CenturyLink	Phone Services	200.62
City of Boone	Utilities	29.47
Dale Farnham	Contract Services	5,002.00
Garbage Guys	Waste Removal	94.00
Midwest	Supplies	59.55

## **Engineering Report**

### **A. Fuel Farm Construction**

Joe Roenfeldt introduced Garrett to recap the FAA visit to KBNW. In addition to rescinding the previous FAA order declaring some grant items ineligible, Ryan DaMetz agreed to review the possibility of including resurfacing the ramp area around the new fuel farm within the current grant. Other topics discussed during the meeting included the IAANG expansion, extending runway 15-33 to 5,500 feet, and creating a new Master Plan and ALP for the airport.

Mr. Roenfeldt presented Evora Energy's initial pay request for their work on the fuel farm project to date. Commissioner Byrd moved to approve the pay request, which was seconded by Commissioner Gibbs.

No further discussion. The motion passed unanimously, 5-0

### **B. Review/Approve Concrete Replacement Project**

The Commission elected to table a decision until we receive approval from the FAA to include the project in the current grant.

No Commission action taken.

### **C. Review/Approve Runway Lighting Grant**

Commissioner Frangos moved to approve accepting the IDOT Grant and proceeding with the project. Commissioner Byrd seconded the motion.

No further discussion. The motion passed unanimously, 5-0

### **Airport Manager's Report/Comments.**

Dale Farnham asked why Farnham Aviation must carry insurance to indemnify the city/airport when no other lessee is required? He also reported that one of the hangars suffered significant wind damage and the only estimate to repair it is \$6K.

### **Approval of Airport Hangar Leases Submitted for Fiscal Year 2026.**

Commissioner Gibbs moved to approve the submitted lease. Commissioner Grabau seconded the motion.

No further discussion. The motion passed unanimously, 5-0

### **Commissioner Comments.**

#### **A. HIRTA Lease – Commissioner Grabau**

Commissioner Grabau proposed presenting HIRTA with a new 12-month lease that would include provisions requiring HIRTA to provide insurance indemnifying the City/Airport from loss caused by HIRTA. He also proposed that, should HIRTA be unwilling to agree, they would be given notice to vacate the building. After considerable discussion, it was decided that Commissioner Byrd would develop a “punch list” of items needing attention in the building. Commissioner Frangos will contact the Ames Economic Development Group for information on current lease rates. Commissioner Grabau will provide the Chair with his lease version for legal review by the City Attorney.

No Commission action taken.

Commissioner Byrd inquired about inviting an attorney to explain “Eminent Domain” to the Commission.

Commissioner Gibbs inquired about inviting County Planning & Zoning personnel to a Commission meeting to discuss possible zoning language for the airport to consider.

**Public Comments.**

None.

**Other Business.**

None.

There being no other business, the Chair adjourned the meeting at 7:32 p.m.

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Joe Pundzak, Chairman

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Joe Gibbs, Secretary