

**Decorah Airport Commission
Meeting Minutes
Airport Lounge**

April 16, 2015 – 4:00pm

- 1) **Roll Call**

Attending: Keith Fabien, Joe Grimstad and Brett Willie.
Absent: David Bakken and Nina Taylor

Staff present: Mike Connell, Chad Bird and Rick Zahasky
Also, Bill Grabe and Stephanie Fromm
- 2) **Consider approval of claims**

Grimstad moved and Fabian second a motion to approve the claims as presented.
Ayes – unanimous. Motion carried.
- 3) **Consider approval of minutes**

Grimstad moved and Fabian seconded approval of minutes from the March, 11, 2015 regular meeting.
Ayes – unanimous. Motion carried.
- 4) **Discussion regarding projects and scheduling**

Grabe reviewed the scheduled of projects for the summer. He noted the material order dates for the 3-stall hangar and the fuel tanks. He also reviewed the publication, hearing and bid dates for the demolition project. Bird will ask the city council to set a public hearing on the demolition projects for June 1, 2015.
- 5) **Consider site plan for FBO residence**

There was considerable discussion about the proposed parcel of land and structure for a new FBO residence. Connell has submitted a survey for commission review. Zahasky outlined the procedures for conveying public property and there was discussion about under which terms such property should be conveyed.

Fabian moved and Grimstad seconded a motion to allow for the conveyance of a parcel as surveyed and presented by Connell, subject to Planning & Zoning Commission and City Council action.
Ayes – unanimous. Motion carried.

The commission further directed Zahasky to develop an agreement that would define the terms for the use of the land and under what circumstances it may come back to the City. Bird confirmed that May 4th the City Council would be asked to set a public hearing, May 11th the Planning & Zoning Commission would consider the conveyance and May 18 the council would hold the public hearing and consider the conveyance and agreement.
- 6) **Consider FY2016 CIP and Pre-application Package, re: fencing and driveway project**

Grabe reviewed the updated CIP and noted that this pre-application is for the drive-way and fence improvements. He noted it is a 85/15 share with the laDOT and the City share is \$12,750.00.

There was some discussion about the FAA developing stronger regulations and protocol for the security on airport facilities and thus the need for fencing and access control points.

Grimstad moved and Fabian seconded a motion to recommend approval and submittal of the FY16 CIP Improvement program.
Ayes – unanimous. Motion carried.

- 7) **Discussion and possible action on abandoned aircraft**
Connell indicated he has worked out an arrangement with the aircraft's owner and will continue to monitor the situation.
- 8) **Airport Manager's Report**
No report
- 9) **Other business**
The meeting adjourned and those present toured the facility and project layout areas.

There being no other business, the meeting was adjourned at 5:10pm

Submitted by:



Chad Bird
City Manager