

**Decorah Airport Commission  
Meeting Minutes  
Airport Lounge**

**December 10, 2014 – 4:00pm**

- 1) **Roll Call**  
Attending: Joe Grimstad, Brett Willie, Nina Taylor and David Bakken.  
Absent: Keith Fabien  
Staff present: Mike Connell and Chad Bird  
Also: Bill Grabe
- 2) **Consider approval of claims**  
Grimstad moved and Taylor seconded a motion to approve the claims as presented.  
Ayes – unanimous. Motion carried.
- 3) **Consider approval of minutes**  
Bakken moved and Taylor seconded approval of minutes from the November 12, 2014 regular meeting.  
Ayes – unanimous. Motion carried.
- 4) **Discussion regarding ongoing marketing**  
Grimstad present a formal outline of the conversation on marketing the airport in a more professional manner. The report was submitted by Lars Jensen after his last visit and discussion with the commission. The commission discussed the report in general but noted they would like to appoint a small “marketing” committee to discuss options in more detail and bring a recommendation back to the commission. The Commission feels strongly about moving forward with more formal programs aimed at general awareness of the facility.
- 5) **FY2016 budget discussion and recommendation**  
Bird engaged the commission in a discussion about the FY16 budget. The commission agreed to keep the budge the same yet asked Bird to inject the upcoming projects awarded by the DOT and FAA.  
  
The commission agreed to raise the rates for hangar rents; \$65 rents would remain the same as those are the ones that may be demolished, \$70 rents would increase to \$75 dollars and \$85 rents will increase to \$100 for monthly hangar rents. The commission proposes that these changes will take place on July 1, 2015.  
  
The commission also directed Bird to write a proposal to the Board of Supervisors regarding some level of support for development projects at the airport.  
  
Grimstad moved and Taylor seconded approval of the budget and rate increases.  
Ayes – unanimous. Motion carried.
- 6) **Discussion and possible action on abandoned aircraft**  
Connell agreed to contact the City Attorney to draft letters to owners of abandoned aircraft and identify intentions regarding removal of said aircraft. He and Bird agreed to set up a time to meet with the City Attorney and resolve this matter.
- 7) **Airport Manager’s Report**  
Connell provide a brief update on his research into the airport FBO residence.
- 8) **Other business**  
In other business, the commission discussed the local snowmobile club use portions of the airport grounds as a trail to pass through the property. General discussion and as this has been the case for many years, the commission believed it should continue.

There being no other business, the meeting was adjourned at 5:48pm  
Submitted by:

A handwritten signature in blue ink, appearing to read "Chad Bird".

Chad Bird  
City Manager