

**Decorah Airport Commission
Meeting Minutes
Airport Lounge**

December 16, 2015 – 4:00pm

1) **Roll Call**

Attending: Russell Norris, Joe Grimstad and Brett Willie. Absent: Keith Fabien and David Bakken

Staff present: Mike Connell and Chad Bird

1) **Consider approval of claims**

- a) See Electric – Beacon Light - \$824.00
- b) See Electric – Beacon Light – Reil Light and parts - \$821.09
- c) Letterwerks – decal for car - \$18.00
- d) Walmart – supplies - \$8.94
- e) Bruening Rock Products – crushed road rock - \$790.23
- f) Carquest – Supplies - \$89.08, \$44.15
- g) Gold Star Products, Inc. – clear grip coatings - \$526.02

Grimstad moved and Norris seconded a motion to approve the claims as presented.

Ayes – unanimous. Motion carried.

2) **Consider approval of minutes**

Grimstad moved and Willie seconded approval of minutes from the November 11, 2015 regular meeting.

Ayes – unanimous. Motion carried.

3) **Discussion regarding ongoing projects and scheduling**

There was a general update on the hangar project and various other work wrap up. Connell noted the utility work is complete. The commission asked if the progress on the hangar could be inspected.

4) **Discussion regarding historic events in aviation history**

Grimstad shared some cost estimates for the flag pole light and a plaque to honor plane crash victims. Grimstad noted that the work and improvements are being paid for by a patron and resident of the City. The Commission thanks Grimstad and the resident for their work and donation.

5) **Airport Budget work session**

Bird noted the attached budget sheets for FY17 and asked the commission to review them. He noted that the commission should complete the budget by next month. The commission discussed revenues and hangar rents and agreed to raise rents again for FY17 but did not settle on a rate increase at this meeting.

The commission instructed Bird to send a letter to all hangar tenants to discuss the need to shuffle hangars in the coming 12 – 18 months as new hangars are installed.

6) **Airport Manager's Report**

No report

7) **Other business**

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

Submitted by:



Chad Bird
City Manager