

**Decorah Airport Commission  
Meeting Minutes  
Airport Lounge**

**February 10, 2014 – 7:00am**

- 1) Roll Call  
Attending: David Bakken, Brett Willie, and Nina Taylor. Absent: Joe Grimstad and Keith Fabian.  
Staff present: Mike Connell and Chad Bird.
- 2) Consider approval of claims  
Bakken moved and Taylor seconded a motion to approve claims as presented.  
Ayes – unanimous. Motion carried
- 3) Consider approval of minutes  
Willie moved and Taylor seconded approval of minutes December 9, 2013 meeting.  
Ayes – unanimous. Motion carried. The commission also took this time to nominate and appoint Brent Willie as the commission chair for the next year. Bakken moved and Taylor seconded. Ayes – unanimous. Motion carried.
- 4) Discussion and possible action on CIP and ALP  
Bird noted that he had been in contact with Bill Grabe about adding specific land acquisition to the ALP. Mr. Grabe noted that he would add the land parcel to the ALP for final review by the FAA. There was general discussion about the process to finish the ALP.
- 5) Discussion and possible action on lawn mowers and equipment  
There was general discussion about the purchase of lawnmowers for the coming season. Connell had prepared cost information and information relative to trade-ins and performance features. The Commission discussed the funds available and Bird noted the Commission has \$10,000 in the capital fund toad and is projected to transfer another \$10,000 this fiscal year. Bird outlined the city policy on transfers and noted that he would not know if transfers were possible based on overall city budget until May. The Commission reviewed the general airport operating budget and discussed budgetary savings to try and make up the difference.  
  
Bakken moved and Taylor seconded a motion to recommend the mower purchases pending the budgetary process and available funds  
Ayes – unanimous. Motion carried
- 6) Discussion on buildings and hangars  
Bird noted that Mr. Grabe would like to visit with city staff and Connell about the fuel tank improvement project. Bird asked if there were dates that worked better than others. The Commission asked Bird to work out the details with Mr. Grabe.
- 7) Discussion on possible land acquisition  
Bird noted that he is continuing to work with Clapsaddle on the issues involved.
- 8) Discussion on PAPI and VASI Systems  
Connell reported that in a recent conversation with the FAA / DOT those organizations acknowledged that they would take care of the current deficiencies in the systems and get them repaired at no additional costs to the city.

- 9) Discussion on Spring IaDOT Aviation Conference  
Bird shared dates and information regarding the spring conference. There was general discussion and some interest in attending. The commission noted they would confirm at the March meeting.
- 10) Airport Manager's Report  
Connell reported on the Mediacom billing and current agreement. There was discussion about partnering with the Decorah MetroNet and Bird noted he would speak with City IT supervisor Chopper Albert about options with the MetroNet.
- 11) Other business

There being no other business, the meeting was adjourned at 7:55am

Submitted by:



Chad Bird  
City Manager

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