

**Decorah Airport Commission
Meeting Minutes
Airport Lounge**

January 13, 2014 – 7:00am

- 1) Roll Call
Attending: David Bakken, Keith Fabian, Brett Willie, and Nina Taylor. Absent: Joe Grimstad.
Staff present: Mike Connell and Chad Bird. Bird introduced new Commission member Keith Fabian and noted the mayor / council had appointed him to the commission on January 6, 2014.
- 2) Consider approval of claims
Bird and Connell clarified the claim amount for Norby's and noted that the total is \$113.00.
Taylor moved and Willie 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 CIP
Bird noted he had placed this item on the agenda for general discussion. The commission discussed the CIP and ALP timeline and general information.
- 5) Discussion on possible land acquisition
Bird discussed appraisals and the FAA land acquisition process. He noted the steps below and the commission discussed several points. Develop a property map – completed
 - 1) Consult with FAA Project Manager to verify that parcel is in ALP – need to complete
 - 2) Verify environmental requirements – Bill Grabe
 - 3) Prepare surveys – complete
 - 4) Order title search – Zahasky
 - 5) Select and negotiate appraisal – Bird
- 6) Airport Manager's Report
Connell shared information he has been working on in regards to hangar costs and construction options. He also discussed needs of the facility in replacing the lawnmowers on site noting that they are at least ten years old.

There was also extensive discussion on the Precision Approach Path Indicator and the Visual Approach Slope Indicator. Connell explained to the commission the possibilities of replacing the VASI and will work with the IaDOT on determining funding and time line.
- 7) Other business

There being no other business, the meeting was adjourned at 8:15am

Submitted by:



Chad Bird
City Manager