

**Decorah Airport Commission
Meeting Minutes
Airport Lounge**

May 13, 2015 – 4:00pm

- 1) **Roll Call**
Attending: Keith Fabien, Joe Grimstad, David Bakken, Nina Taylor and Brett Willie.

Staff present: Mike Connell and Chad Bird
- 2) **Consider approval of claims**
Grimstad moved and Fabian seconded a motion to approve the claims as presented.
Ayes – unanimous. Motion carried.
- 3) **Consider approval of minutes**
Fabian moved and Grimstad seconded approval of minutes from the April 16, 2015 regular meeting.
Ayes – unanimous. Motion carried.
- 4) **Discussion regarding projects and scheduling**
Bird noted that he and Connell spent a day in the previous week walking the grounds with surveyors to layout the FBO residence and other site amenities.

Connell noted that all the layout work seemed to be in order.

There was some discussion about whether the commission could contract for building demolition in the next phase of the project expressing interest in recycling and / or reclaiming building materials.
- 5) **Consider recommending approval for site plan for FBO residence including conveyance of parcel**
Bird reviewed the need for the FBO to seek his own parcel of land for a residence. Because of the need to relocate the FBO residence, it is necessary for the FBO to obtain new housing. In order for the FBO to obtain new housing he must retain ownership of the parcel. The Commission has reviewed the layout and determined that it is in the best interests of the city to retain the FBO residence onsite and in this location.

Grimstad moved and Bakken seconded a motion to recommend approval of conveying a parcel and approving the site layout for the FBO residence.
Ayes – unanimous. Motion carried.
- 6) **Consider approval of re-purchase agreement for FBO residence**
Bird reviewed the need for an agreement between the city and the FBO regarding repurchase of the parcel in the event the FBO discontinues service with the City. Bird noted that the repurchase is contingent on an agreeable appraisal of the real estate.

Taylor moved and Fabian seconded a motion to recommend approval of the repurchase agreement.
Ayes – unanimous. Motion carried.
- 7) **Discussion and possible action on June open house event**
The commission discussed, and agreed to hold, the June open house on Wednesday, June 17 between 5:00 and 8:00pm. Bird noted he would prepare save the date cards and send to economic development and elected officials.

Airport Commission Minutes
May 13, 2015
Page two

8) Airport Manager's Report

Connell reported that he has begun mowing for the season.
There has been no report of the land tenant beginning any farming activity.

9) Other business

There being no other business, the meeting was adjourned at 5:20pm

Submitted by:



Chad Bird
City Manager