

**Decorah Airport Commission
Meeting Minutes
Airport Lounge**

November 11, 2015 – 4:00pm

1) **Roll Call**

Attending: Keith Fabien, Joe Grimstad, David Bakken and Brett Willie. Absent: Nina Taylor

Staff present: Mike Connell and Chad Bird

2) **Consider approval of claims**

a) Northeast Iowa Telephone Co. – credit card line	\$63.75
b) Jeff's Auto Repair – courtesy car	\$672.72

Fabien moved and Bakken seconded a motion to approve the claims as presented.
Ayes – unanimous. Motion carried.

3) **Consider approval of minutes**

Commission needs to consider approving minutes from May 13, 2015. No quorum and no meetings in June, July, August, September and October.

Bakken moved and Grimstad seconded approval of minutes from the May 13, 2015 regular meeting.
Other meeting notes were acknowledged with no quorum being present.
Ayes – unanimous. Motion carried.

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

The steel for the 3-stall hangar projects was slated for delivery on November 12. Connell asked about some of the water connection issues, a stray pipe protruding from the ground and his final connections to the residence and maintenance facilities. Bird said he would follow up on some of these issues with Erdmans.

5) **Discussion and possible action regarding snowmobile use of public lands**

David Hanson was seeking permission to once again use public land for a snowmobile trail crossing the airport. After some discussion with the commission there was agreement to allow the group to cross public lands on marked trails.

Grimstad moved and Fabien seconded approval of use of airport land for a snowmobile trail crossing given marked and distinguished routes.
Ayes – unanimous. Motion carried.

6) **Discussion and possible action FY2017 – FY2021 CIP**

Bird distributed the CIP to the commission. There was discussion about hangars versus pavement rehabilitation and which the state may fund. The commission liked the pavement rehabilitation but also recognized that it seemed likely that the state would fund hangars.

Connell agreed to seek pavement rehabilitation pricing outside of the grant cycle to see if it is advantageous to save funding. The recommendation is to keep both in and hope the hangar gets the funding.

Bakken moved and Fabien seconded approval of a recommendation to approve the FY17 – FY21 CIP to the State of Iowa.
Ayes – unanimous. Motion carried.

- 7) **Discussion regarding historic events in aviation history**
Grimstad reviewed a request to provide a memorial plaque at the airport near the flagpole. He noted there is a local serviceman who lost some friends in a plane crash more than 50 years ago and he would like to provide a nice plaque in their honor. The commission was supportive of the idea and asked Grimstad to look into costs of doing to.

- 8) **Airport Manager's Report**
 - a) Airport / city safety audit
Bird reported on the recent city safety audit and shared an inspection and compliance checklist for Connell to work on.

 - b) Courtesy car
Bird provided the FBO and the commission with a vehicle use policy and log book for all future use of the airport's courtesy car. Connell noted he thought the log book was a good idea and would also aid in reservations associated with the use of the vehicle.

- 9) **Other business**
There being no other business, the meeting was adjourned at 5:30pm

Submitted by:



Chad Bird
City Manager