

November 13, 2014 Airport Commission Meeting held at 7:00

Conducted by Dennis Hansen

1. **Present at the Meeting:** Mitchell Bond, Mike Cherry, Jane Wollenzien, Dennis Hansen, Richard Lindell, and Jason Dolf.
Guests: Andy Maysent w/McClure Engineering, Larry Hansen, Dianne Folksy.
Absent: Dan Marsh and Dave Reznicek.
2. **Approval of the Last Meeting Minutes:** Motion to approve by Richard Lindell and seconded by Jane Wollenzien, motion carried.
3. **Bills to Approve:** None at the present time by Jason Dolf.
4. **Review of Financial Reports for July, August and September:** Motion was made to approve the reports (all three) by Richard Lindell and seconded by Jane Wollenzien, motion carried.
5. **Reports and Announcements:** Review of the traffic movements and fuel sales for the previous month due to an increase in Aerial Services activities, other business and general flight activities.
6. **Unfinished Business:** None
7. **New Business:**
 - a. Review Runway Rehab/Reconstruction with Andy Maysent from McClure Engineering
 - i. Andy went over several aspects of the construction process and options on construction documents. Options in regards to work days required by the bidding contractors. Also talked about the letting schedule and time of year to start and complete the work. Discussion was also about tenant concerns during closure and construction; also relocation of equipment and aircraft.
 - b. Review FY 15-16 Budget Process.
 - i. Mike went over the line items on the budget for a preliminary review so that at the next meeting we, as a board, can finalize the budget for the Council to review and approve.
8. **Tabled Items:** None
9. **Project Status Report:**

Runway Safety Area - Property Acquisition: Mike reported an update that the City attorney is continuing to work with the property owners. Letters will be going out to the owners with a final offer to them for the properties. If an agreement cannot be reached between the city and the owners, the process of condemnation will more than likely be moving forward. City Attorney Bill Werger is still continuing to work on resolving the last three properties and will make recommendations at the conclusion of the negotiation.

Insulation Repairs in Mechanical Room: Concerns were made by Mike and reviewed by Andy Maysent on site. He also met with a representative of Prairie Construction to resolve the issue. Prairie is in agreement that there is a problem with the quality of the install and has agreed to re-do the work at no additional cost to the city.

10. Group Discussion: Mike Cherry brought up the idea of looking at the existing rental contract for the T-hangars to see what the verbiage is in regard to delinquent rent for the T-hangars. There may be some late payers that need to be dealt with in the near future and the commission needs to know what is in the contract for sure to know what is expected and required of the tenants.

Also concerns were expressed that the tenants of the rented T-hangar are notified and some relief to them is also reviewed. Additional expense will be incurred for the folks that need to use the equipment during this time.

Jason was going to look back at the movement history to see if a fall construction time frame or spring would be better in regards to the past history.

Mike is going to look into the concerns to see what the city will be willing to do.

Lastly, we were informed as a commission the Brian Curtis and Stu English have left employment with CV Aviation and are no longer involved with the operation. Best wishes to them on their new endeavors... Thank you to the both of them for their devotion and service to the airport.

11. Adjournment: Motion by Mitchell and a second was made by Richard Lindell at 8:30 PM.

*Minutes taken by Mitchell Bond