

**DUBUQUE REGIONAL AIRPORT
COMMISSION MEETING**

Monday, November 13, 2017

4:00 p.m.

Dubuque Regional Airport
Airport Terminal Conference Room

PRESENT: Steve Accinelli, RJ Blocker, Doug Brotherton, Sue Clemenson, Chris Even (by phone)

ABSENT: None

STAFF: Bob Grierson, Cheryl Sheldon, Todd Dalsing, Karin Spisak, Gordy Vetsch

GUESTS: Eric Scott, Foth Infrastructure

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Blocker moved to approve the minutes of the October 16, 2017 Commission meeting and the motion was seconded by Commissioner Blocker. AYES: All. NAYS: None.

OLD BUSINESS

01. REVIEW STATISTICS

Various statistics were reviewed.

NEW BUSINESS

ACTION ITEM

02. COMMERCIAL AND GENERAL AVIATION SIGNAGE RESOLUTION

Commissioner Brotherton made a motion to open the public hearing for the Commercial and General Aviation Signage. Commissioner Blocker seconded the motion. AYES: All. NAYS: None.

Hearing no public comments, Commissioner Brotherton motioned to close the public hearing and Commissioner Clemenson seconded the motion. AYES: All. NAYS: None.

Commissioner Blocker motioned to accept Resolution A1700-2-2017 Approval of Plans, Specifications, Form of Contract and Estimated Cost for Commercial and

General Aviation Signage Project. Commissioner Clemenson seconded the motion. AYES: ALL. NAYES: None.

Four proposals were received for the commercial and general aviation signage project. The bids were the following with Alternate #1 included: Tricon Construction (\$265,000), Portzen Construction (\$239,055.00), Klauer Construction (\$223,123.00) and Gansen Excavating (didn't meet requirements).

Commissioner Blocker made a motion to accept Resolution A1700-3-2017 for Awarding Public Improvement Contract for Commercial and General Aviation Signage to Klauer Construction. Commissioner Clemenson seconded the motion. AYES: All. NAYS: None.

03. TERMINAL FUEL DISPENSING SYSTEM RESOLUTION

Commissioner Brotherton made a motion to open the public hearing for the Above Ground Fuel Tank with all Accessories, Fuel Dispenser and Fuelmaster Fuel Management System Project. Commissioner Clemenson seconded the motion. AYES: All. NAYS: None.

Hearing no public comments, Commissioner Brotherton motioned to close the public hearing and Commissioner Clemenson seconded the motion. AYES: All. NAYS: None.

Commissioner Blocker motioned to accept Resolution A1800-2-2017 Approval of Plans and Specifications, Form of Contract and Estimated Cost for Above Ground Fuel Tank with all Accessories, Fuel Dispenser and Fuelmaster Fuel Management System Project and Commissioner Blocker seconded the motion. AYES: ALL. NAYES: None.

One proposal was received for this project. Acterra Group, Inc. submitted a bid in the amount of \$46,895.00.

Commissioner Brotherton motioned to accept Resolution A1800-3-2017 Awarding Public Improvement Contract for Above Ground Fuel Tank with all Accessories, Fuel Dispenser and Fuelmaster Fuel Management System Project and Commissioner Clemenson seconded the motion. AYES: ALL. NAYES: None.

04. SNOW REMOVAL EQUIPMENT ENGINEERING RESOLUTION

Commissioner Blocker motioned to accept Resolution A1900-1-2017 Authorizing an Agreement for Engineering Services for Snow Removal Equipment Replacement and Commissioner Blocker seconded the motion. AYES: ALL. NAYES: None.

05. CONSTRUCT SERVICE ROAD CONSTRUCTION CLOSEOUT RESOLUTION

Commissioner Brotherton motioned to accept Resolution A2000-1-2017 Accepting the Construct Service Road Construction and Authorizing Payment of the Final Contract Amount to the Contractor. Commissioner Clemenson seconded the motion. AYES: ALL. NAYES: None.

DISCUSSION

06. MANAGER'S UPDATE

The Airport Manager talked about the Air Service Forum hosted by the Airport and Dubuque Chamber on October 31st. Airport Staff is working on an additional destination for a Sun Country charter with an announcement after the first of the year. The Airport's annual Part 139 inspection is scheduled for the end of November.

09. CORRESPONDENCE

None.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is January 2, 2018 at 4:00 p.m.

Commissioner Blocker moved to adjourn and this motion was seconded by Commissioner Brotherton. AYES: All. NAYS: None.

The meeting was adjourned at 4:41 p.m.