

DUBUQUE REGIONAL AIRPORT COMMISSION MEETING

Monday, November 21, 2019

4:30 p.m.

Dubuque Regional Airport
Airport Terminal Conference Room

PRESENT: RJ Blocker, Doug Brotherton, Sue Clemenson, Mike Phillips, Mariann Kurtz Weber

ABSENT: None

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

GUESTS: None

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Blocker moved to approve the minutes of the November 4, 2019 meeting and Commissioner Clemenson seconded the motion. This motion passed unanimously.

OLD BUSINESS

01. REVIEW AIRPORT STATISTICS

Monthly Airport statistics for fuel, enplanements, aircraft operations and finances for the months of August and September were reviewed.

NEW BUSINESS

ACTION ITEMS

02. REHABILITATE RUNWAY LIGHTING ENGINEERING RESOLUTION

Commissioner Blocker motioned to accept Resolution No. A900-1-2019 Authorizing an Agreement for Engineering Services for Rehabilitate Runway Lighting and New Airfield Lighting Vault. Commissioner Clemenson seconded the motion. This motion passed unanimously.

03. PERSONNEL UPDATE

Applications have been received and interviews have been held for the job of Assistant Airport Director. Dan Klaas has accepted this position and will begin on December 1st. The Operations Specialist position is now vacant and hiring will

begin to fill this vacancy.

04. NEW EQUIPMENT UPDATE

The snow removal equipment purchased through AIP Grant #64 has been received. All three pieces of equipment will be put into service, once staff is trained and a final inspection has been completed.

05. TERMINAL DECONSTRUCTION UPDATE

Old terminal deconstruction has begun. Depending on the weather or unforeseen circumstances, this building should be completely removed by spring and this area will be available for corporate hangars.

06. MINIMUM STANDARDS DISCUSSION

The current Airport Minimum Standards will be updated. A committee of Airport Staff and Commissioner Phillips will work on this and present an updated version at the January meeting for approval.

07. CORRESPONDENCE

None.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is January 27, 2020 at 4:00 p.m.

Commissioner Blocker moved to adjourn the meeting and the motion was seconded by Commissioner Phillips. This motion passed unanimously.

The meeting was adjourned at 4:57 p.m.

Minutes submitted by Cheryl Sheldon