

## **DUBUQUE REGIONAL AIRPORT COMMISSION MEETING**

Tuesday, March 23, 2021

4:00 p.m.

Dubuque Regional Airport  
Terminal Conference Room

**PRESENT:** RJ Blocker, Doug Brotherton, Sue Clemenson, Mariann Kurtz Weber (on Phone). Mike Phillips (on phone)

**ABSENT:** None

**STAFF:** Todd Dalsing, Dan Klaas, Cheryl Sheldon, Karin Spisak

**GUESTS:** None

Commissioner Brotherton chaired the meeting due to Chairperson Phillips and Vice Chair Kurtz Weber attending by phone.

### **PUBLIC INPUT**

None.

### **AIRPORT COMMISSION MINUTES**

Commissioner Blocker moved to approve the minutes of the February 23, 2021 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 month of February were reviewed. Avgas fuel sales are continuing to do well. American Airlines will have two daily flights starting in April. The flight schedule is being reviewed on a month-to-month basis. National TSA throughput numbers are remaining constant at over one million passengers a day.

### **NEW BUSINESS**

#### **ACTION ITEMS**

#### **02. EMERGENCY GENERATOR RELOCATION FINAL PLANS RESOLUTION**

Commissioner Blocker made a motion to open the public hearing for the Emergency Generator Relocation Project. Commissioner Clemenson seconded the motion. This motion passed unanimously.

Biechler Electric, Germaine Electric and Portzen Construction submitted bids for

this project ranging from \$174,429 to \$223,000. After discussion, Commissioner Blocker motioned to close the public hearing and Commissioner Clemenson seconded the motion. This motion passed unanimously.

Commissioner Blocker motioned to approve Resolution A400-3-2021 Approval of Plans, Specifications, Form of Contract and Estimated Cost for Relocate Existing Airfield Lighting Emergency Generator Project. Commissioner Phillips seconded this motion. This motion passed unanimously.

### **03. EMERGENCY GENERATOR RELOCATION AWARD CONTRACT RESOLUTION**

Commissioner Blocker motioned to approve Resolution A400-4-2021 Awarding Public Improvement Contract for Relocate Existing Airfield Lighting Emergency Generator Project. Commissioner Phillips seconded this motion. Biechler Electric was awarded the contract for this project. This motion passed unanimously.

### **04. ADDITIONAL AVGAS STORAGE TANK FINAL PLANS RESOLUTION**

Commissioner Clemenson made a motion to open the public hearing for the Additional Avgas Storage Tank Final Plans Project. Commissioner Blocker seconded the motion. This motion passed unanimously.

Bids were received from Acterra Group Inc. in the amount of \$306,995 and Metco Fuel Systems in the amount of \$239,275. After discussion, Commissioner Clemenson motioned to close the public hearing and Commissioner Kurtz Weber seconded the motion. This motion passed unanimously.

Commissioner Clemenson motioned to approve Resolution A500-2-2021 Approval of Plans, Specifications, Form of Contract and Estimated Cost for Construct and Install New Fully Operational 20,000 Gallon Aviation Fuel Storage and Distribution System with Morrison Brothers Fuel Management System Project. Commissioner Blocker seconded this motion. This motion passed unanimously.

### **05. ADDITIONAL AVGAS STORAGE TANK AWARD CONTRACT RESOLUTION**

Commissioner Clemenson motioned to approve Resolution A500-3-2021 Awarding Public Improvement Contract for Construct and Install New Fully Operational 20,000 Gallon Aviation Fuel Storage and Distribution System with Morrison Brothers Fuel Management System Project. Metco was awarded the contract for this project. Commissioner Blocker seconded this motion. This motion passed unanimously.

## **DISCUSSION**

### **06. AIRPORT PROJECTS UPDATE**

Airport Director Dalsing reported to the Commission that the Airport projects are continuing. Notification will be sent to airfield tenants regarding the runway closures starting in April due to the runway lighting project. A public meeting is being scheduled for May for the master plan update. The Run the Runways event will be held on April 17<sup>th</sup> to bring awareness to Human Trafficking. The FBO Supervisor position will be posted soon.

### **07. CORRESPONDENCE RECEIVED SINCE FEBRUARY 23, 2021 MEETING**

A letter was sent to Federal Legislators asking for support for the Avionics Career Exploration program at NICC. American Airlines will be adding a second flight in April.

### **NEXT COMMISSION MEETING**

The next scheduled Commission meeting tentative date is April 27, 2021 at 4:00 p.m.

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

The meeting was adjourned at 4:51 p.m.

Minutes submitted by Cheryl Sheldon.