

**Decorah Airport Commission
Meeting Minutes
Airport Lounge**

December 13, 2017 – 4:00pm

Roll Call

Attending: Russell Norris, Kevin Thompson, David Bakken and Brett Willie.

Absent: Keith Fabian

Staff present: FBO Mike Connell, City Manager Chad Bird, and Mike Bearden from CGA consulting.

Consider approval of minutes

Thompson moved and Bakken seconded a motion to approve the November 15, 2017 minutes as presented.

Ayes – unanimous. Motion carried.

Discussion regarding large aircraft hangars

There was general conversation about the Gundersen hangar. The commission also toured the temporary hangar Gundersen is using and Connell reported all the agreed upon improvements were completed. Bird reported Gundersen has signed the amended lease and paid the retroactive lease amount.

There was no news on the proposed new hangar but there was discussion about a time line for bidding and construction. Bearden agreed to provide a backwards calendar for construction.

Discussion and possible action on Iowa DOT five-year CIP

Mike Bearden has completed a review of the facility's five-year plan and he presented it to the commission for discussion and recommendation to the city council.

There was general conversation about corporate hangars and a terminal lounge. The commission believes the lounge is the next priority project with a couple of possible corporate hangar concepts generating some interest from aircraft owners.

Norris moved and Bakken seconded a motion to recommend and approve the FY19 CIP five-year plan to the Iowa DOT.

Ayes – unanimous. Motion carried.

Discussion and possible action on landfill improvements

Bird reported the city had been notified by AECOM, the consulting engineer for the Winneshiek County Landfill regarding an expansion project they are completing. The landfill is required to notify the airport sponsor and the FAA when proposing expansions within a certain distance due to the risk of migratory birds.

Bird noted the FAA responded to the initial letter and is recommending an assessment by a qualified wildlife biologist to assess any hazards. Staff has discussed this issue with local consultant CGA and will be working on a plan to determine a course of action.

Norris moved and Thompson seconded a motion to approve engaging CGA in reviewing wildlife mitigation study funding with the Iowa DOT.

Ayes – unanimous. Motion carried.

Consider FY19 airport budget

Bird reviewed the current year budget with the commission and reminded them each year the commission engages in a review of the facility budget for the coming year. He also distributed the budget worksheets.

The commission discussed capital projects and the proposed large aircraft hangars but also expressed uncertainty with their pending construction dates.

Thompson moved and Bakken seconded a motion to recommend a flat budget for FY19. Ayes – unanimous. Motion carried.

Hangar Rentals

There were no hangar issues to discuss.

Airport Manager's Report

There was a question as to when the current farm lease was set to expire. Bird noted he would need to check with the city clerk's office on the dates.

Other business

There was some conversation about a corporate hangar and lounge terminal.

There being no other business, the meeting was adjourned at 6:35pm

Submitted by:



Chad Bird
City Manager