

**Decorah Airport Commission
Meeting Minutes
Airport Lounge**

February 14, 2018 – 4:00pm

Roll Call

*Attending: Russell Norris, Kevin Thompson, Brett Willie, and David Bakken.
Absent: Keith Fabian*

CGA representative Mike Bearden was also present.

Consider approval of minutes

- a) *January 29, 2018*
- b) *December 13, 2017*

*Thompson moved and Bakken seconded a motion to approve the January 29, 2018 and December 13, 2017 commission minutes as presented.
Ayes – unanimous. Motion carried.*

Discussion regarding large aircraft hangars / terminal

There was general conversation and Bird updated the commission on the meeting held with Gundersen in January. He noted that specifications have been forwarded to CGA for review. The commission discussed not completing further tasks until a letter of commitment is received from Gundersen. The commission wants very much to see this project succeed.

Discussion regarding ongoing projects and scheduling

There was discussion about the warranty work on the doors for the seven-stall hangar and Bearden provided an update on the 2018 Pavement Rehab Project. He noted the 90% completion work will be submitted to the FAA. Bearden shared a review of the project with the commission.

Discussion and possible action on a memorandum of understanding for a mass fatality plan with Winneshiek County Emergency Management

Bird provided a proposed memorandum of understanding with Winneshiek County Emergency Management. He noted it was a proposal to share the airport hangars and space in the event of a mass casualty event that may need private and secluded indoor space accommodations.

There was little conversation and the commission thought favorably on the request.

Norris moved and Thompson seconded a motion to approve entering into a memorandum of understanding with the Winneshiek County Emergency Management office for a mass casualty plan.

Ayes – unanimous. Motion carried.

Hangar Rentals

- a) *John Lewis*

Bird noted the current lease for John Lewis was delinquent.

Airport Manager's Report

- b) Consider a request for security signs to the Iowa DOT
Connell noted he would inventory current signs and place an order with the DOT if any were needed.

- c) Consider commission attendance at the 2018 Iowa Aviation Conference

Other business

There being no other business, the meeting was adjourned at 6:04pm

Submitted by:



Chad Bird
City Manager