

**Decorah Airport Commission
Meeting Minutes
Airport Lounge**

May 16, 2018 – 4:00pm

Roll Call

Attending: Kevin Thompson, Brett Willie, and Keith Fabian.

Absent: David Bakken and Russell Norris. FBO Mike Connell was also absent.

City manager Chad Bird, CGA representative Mike Bearden was also present. Stephanie Hill, Laura Olson, Sean Cain and Terry Wenthold were also present with Mayor Lorraine Borowski.

Consider approval of minutes

a) April 25, 2018

Thompson moved and Fabian seconded a motion to approve the April 25, 2018 commission minutes as presented.

Ayes – unanimous. Motion carried.

Discussion regarding June open house event

The commission discussed the annual open house event and determined it would be best suited to hold the event on Wednesday June 13, 2018 at 5:00pm. The commission would like to hold their regular meeting on the same day at 3:30pm.

There was regular conversation about planning for the event, food, invitees and tours.

Willie noted he would like to see if it is possible to identify and invite former commission members.

Discussion regarding ongoing projects and scheduling

1) 2018 FAA pavement rehab project update

Bird provided a brief update and noted one bid had been received from Wicks Construction. He also noted the FAA has reviewed and concurred with the bid and the bid award. Bird cautioned that the FAA has not yet awarded the grant for the project so it is on hold until a final “go” letter from the FAA is received.

Bird reviewed the following bid numbers with the commission:

Base bid \$215,012

Alternate \$ 28.900

Total \$243,912

Total with engineer, etc. is \$317,000.

With the FAA 90% / 10% cost share:

FAA funding equals \$285,300

Local funding equals \$ 31,700

2) Gundersen Hangar draft site plan review

Bearden provided a modified draft site plan and walked the commission and Gundersen representatives through an almost final review of key elements of the design.

The following items were discussed and agreed upon:

Building Discussion

60' x 65' facility – base bid, this would require a 50' door
60' x 60' facility – alternate bid, this would require a 45' door

Building height requested does not allow for radiant tube heating
Increase height from 24' to 30' or use in-floor radiant heat
GHS – height on docs was estimate based on old designs, keep to min height for 18' door height, heating to be blower coil(s).

It was agreed to spec a 24' building height and use forced air, radiant heating, or hanging heating coils.

Sprinkler system

Because of the proposed maintenance use in the hangar, a foam suppression system is required
GHS – no maintenance outside of routine inspections, cleaning, repairs, no need for sprinkler system.

Utility services

1 or 2 electrical services, gas, water
GHS – separately metered services for electric, gas and water to hangar and mobile home. GHS responsible for mobile home utilities, City responsible for hangar utilities.
An emergency generator was discussed and it was agreed that a minimal redundant back-up system is needed to ensure the main door will open and to protect minimal refrigeration.

GHS – need to be able to open door, something to keep power to medications. Small stand-alone generator for meds, CGA to investigate options for backup system to open door.

Hangar inside finishes

GHS – full height and ceiling shall be covered in steel liner panels. LED lights throughout.

GHS – deck above all office/storage space capable of holding light loads. Drop ceiling and carpet in office, drop ceiling and vinyl flooring in med storage, bare concrete and no ceilings in storage/tool shop. Oxygen storage for bulk liquid transfer, capacity 160-180 liters.

Hangar door

Bi-fold like other doors or hydraulic?
GHS – more comfortable and familiar with bi-fold, since City will own and maintain they should make decision. City will bid bi-fold.

Site Discussion

Consider granular access road with paved parking and approach, vein drain at bottom to collect runoff, separate adjacent farmer access.

GHS – bid paved road as alternate.

Review fence location

GHS – ok with location on drawing.

Helipad distance and offset from hangar – per GHS recommendations?

GHS distance and offset per current pad in La Crosse, product of available space and terrain. Can reduce distance to hangar in both directions, aim to align door centerline with pad centerline. Must have at least 20' distance from hangar to edge of TLOF perimeter.

There was general conversation about the helipad dimensions.

Need extra wind cone?

GHS – current wind cone location is acceptable, do not need additional.

Gundersen representatives concluded with the following comments and clarifications:

Would like 8' to 10' pavement width, full length of overhead door for access / snow removal.

Pad lighting – flush-mount TLOF perimeter lights, raised lights at corner of safety perimeter.

Flood / area lights – lights at doors on mobile home, need flood light above man-doors on hangar, flood lights on overhead door side of hangar to light the pad and yard.

Storm shelter – GHS purchase in-ground self-contained unit, will need contractor to dig hole, concrete anchors and fill hole. GHS to coordinate with site contractor.

Fuel bowser – park on level area near pad, needs convenience outlet for pump. City will find solution for transport across airport property for re-filling.

Mobile home delivery to site – end of September / early October.

Bird noted he would contact the city's waste water treatment plant operator about accepting floor drain and wash bay wastes.

S. Cain noted the flight crew would like to see an eye wash / shower station for safety.

Hangar Rentals

Bird reviewed the current delinquent rental payment situation. The commission agreed to authorize Bird to send a final notice with a "pay by" date.

Airport Manager's Report

AWOS update from IaDOT

Bird noted the DOT is asking cities to cover the insurance on all AWOS systems based at municipal airports. Bird said the system is now covered under the city's policy and will run about \$100 per year.

Other business

There being no other business, the meeting was adjourned at 6:34pm

Submitted by:



Chad Bird
City Manager