

**Decorah Airport Commission
Meeting Minutes
Airport Maintenance Hangar**

November 14, 2018 – 4:00pm

Roll Call

Attending: Kevin Thompson, Brett Willie, Keith Fabien, and David Bakken.

*FBO Mike Connell and City Manager Chad Bird were also in attendance.
Mike Bearden from CGA was also present.*

Absent: Russell Norris.

Consider approval of minutes

- a) September 12, 2018 and October 10, 2018

*Bakken moved, and Thompson seconded a motion to approve the September 12 and the October 10, 2018 commission minutes as presented.
Ayes – unanimous. Motion carried.*

Discussion and update on large aircraft hangar project

Bird provide a brief overview and noted the project was progressing nicely. He noted several of the commission members and engineering staff attend weekly meetings with the construction team. Other than the rock and soil issues in October, there are no other issues to impede construction progress.

Discussion, update, and close out on runway rehabilitation project

Bird noted the runway rehab project has been closed out. The project went very well and was completed with extra work, additional patching and a complete paint job over all the airport markings. The project was also under budget.

Connell was not aware of any punch list items. He noted the only work left to complete is some minor landscaping and over-seeding which be completed in the Spring.

*Thompson moved, and Fabien seconded a motion to accept the runway rehabilitation and improvement project as complete.
Ayes – unanimous. Motion carried.*

Discussion and possible action on Iowa DOT five-year CIP

- a) Other FAA funding options and projects

Bearden and Bird provided a draft of the DOT five-year CIP plan and the commission discussed various project possibilities. The commission noted a need for a terminal and lounge facility and there was conversation about improvements to the parking lot and entrance drive and also the fuel system.

After additional discussion about the full five-year plan and the entitlement monies the commission approved submittal of the plan to the DOT.

*Bakken moved, and Fabien seconded a motion to recommend approval of the Iowa DOT five-year CIP plan.
Ayes – unanimous. Motion carried.*

Budget overview

Bird noted it is time to again look at the airport's budget. The commission engaged in discussion and many believed the budget should remain as is. There was discussion about setting aside some funding for future manager living quarters and for equipment funding. Bird noted he would bring the final draft agenda to the December meeting for review.

Hangar Rentals

Bird reviewed current hangar leases and Connell noted he would come and visit with the Clerk's staff about the tenants in various hangars.

Airport Manager's Report

a) Discussion on storm water runoff issues

The commission reviewed storm water conditions on the southern part of the airport property. The initial indication is that conditions have not changed on the airport property to cause additional runoff or damage to any of the surrounding properties.

Other business

a) FAA awareness memo

Bird provided a copy of the FAA's recent advisory regarding contaminated fuels.

The commission asked Bird to review the current farming and land lease. Bird noted he would do so.

Adjourn

There being no other business, the meeting was adjourned at 5:25pm.

Submitted by:



Chad Bird
City Manager