

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

**December 12, 2018 – 4:00pm**

**Roll Call**

*Attending: Kevin Thompson, Russell Norris, Brett Willie, and Keith Fabien.*

*FBO Mike Connell and City Manager Chad Bird were also in attendance.  
Mike Bearden from CGA, David Bakken, and Brian Petersburg were also present.*

**Consider approval of minutes**

a) November 14, 2018

*Thompson moved, and Fabien seconded a motion to approve the November 14, 2018 commission minutes as presented.  
Ayes – unanimous. Motion carried.*

**Discussion and update on large aircraft hangar project**

*Bearden provided a brief overview of the work on the hangar. At this point the project is approximately 60% completed.*

*There was general discussion about the design of the building and a few comments about applicability of the building codes.*

**Budget overview**

*Bird provide a brief overview and walked the commission through the budget. The commission asked about the capital fund balance. Bird noted he would gather that information and report to the commission.*

*The commission briefly discussion hangar rents and decided not to adjust them at this time. They noted they may look at them again later in the year.*

*Connell noted he would like to consider repairs to the main hangar roofing system. He agreed to gather some repair estimates. Bearden thought the roof maintenance and repair may be a state eligible cost. All agreed to follow up.*

*There were no other comments or changes to the annual budget.*

**Hangar Rentals**

*No discussion*

**Airport Manager's Report**

a) Discussion and update on farm land lease  
*Bird noted a new one-year lease would be signed with the current tenant, Mike Sersland at the current rental rate. Bird also noted Mr. Sersland would be given notice of lease terminate effective September 1, 2019. This would allow the city to advertise for new bids for the 2020 season.*

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Adjourn

There being no other business, the meeting was adjourned at 5:05pm.

Submitted by:

A handwritten signature in blue ink, appearing to read "Chad Bird".

Chad Bird  
City Manager