

**Decorah Airport Commission
Meeting Minutes
Airport Pilot's Lounge**

September 11, 2019 – 4:00pm

Roll Call

Attending: Kevin Thompson, Keith Fabian, Brett Willie, Rick Hadley, and Brian Petersburg.

FBO Mike Connell, and City Manager Chad Bird, were also in attendance.

Consider approval of minutes

a. August 14, 2019

Petersburg moved, and Fabian seconded a motion to approve the August 14, 2019 commission minutes as presented.

Ayes – unanimous. Motion carried.

General discussion of airport related issues

a. Grounds and storm water

Connell noted he and the Street Dept staff are still working through repairs and doing so with staff labor and equipment.

b. Gundersen Hangar

Bird noted he and CGA representative Mike Bearden walked the entire Gundersen Hangar site and completed an inspection of the last few items for review. Bird noted CGA has issued the final release of retainage and the state of completion for the project. Bird noted the final completion and acceptance would be placed on the Monday, September 16, 2019 city council agenda.

The Commission discussed having a conversation about ongoing maintenance and snow removal on the site so that terms of maintenance are clearly understood.

c. Vehicle and Tractor replacements

Connell engaged in a conversation about looking into a new tractor to replace the "uni" currently used for snow removal.

He provided some price and equipment quotes for the commission to review.

Connell noted preliminary costs estimates put the new tractor at \$101,000 with discounts for government entity, trade allowance, and good customer discounts resulting in a net price of approximately \$48,000. The commission then discussed next steps in the purchase process.

Connell is going to obtain final comparable quotes for the October meeting.

Discussion and possible action on hangar rentals and leases

a. FBO – hangar #2

Connell noted he had met with city hall staff and reviewed the hangar leases and rents due. They renumbered the hangar and determined some clarity in the hangar process.

Bird noted current occupants; Lewis and Malady owe for previous months' rent.

Connell asked the commission for leniency on rent for Hangar #1 since he had been displaced for so long with Gundersen. In discussion, the commission agreed to provide rent relief for one calendar year for Connell for hangar #1.

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*Thompson moved, and Hadley seconded a motion to approve Connell's use of hangar #1 for one calendar year rent free for the period April 1, 2019 through March 31, 2020.
Ayes – unanimous. Motion carried.*

Airport Manager's Report

In the manager's report and other business, the commission expressed interest in reviewing the current hangar lease and rental agreement. Bird noted he would send it to commission members for their review.

Adjourn

There being no other business, the meeting was adjourned at 5:06pm.

Submitted by:



Chad Bird
City Manager