

**Decorah Airport Commission
Meeting Minutes
Telephone Conference Call
Limited attendance in the Airport Pilot's Lounge**

July 15, 2020 – 4:00pm

Electronic meeting pursuant to Iowa Code section 21.8 – In circumstances where such a meeting is impossible or impractical due to concerns about COVID-19 and social distancing for the safety of commission members and the public.

Roll Call

Attending: Kevin Thompson, Brett Willie, Rick Hadley (via phone), Pete Marso, and Brian Petersburg

*FBO Mike Connell, and City Manager Chad Bird were also in attendance.
Andy Maysent from McClure Engineering and representatives from Reilly and Rowley were on the conference call.*

Consider approval of minutes

- a) *March 11, 2020*
- b) *June 10, 2020*

*Petersburg moved, and Thompson seconded a motion to approve the March 11, 2020 and June 10, 2020 commission minutes as presented.
Ayes – unanimous. Motion carried.*

Update on corporate hangar project

Bird and Maysent provided an update on the hangar air-spacing report received from the FAA on Monday, July 13.

Maysent informed the commission of his conversation with the FAA. He noted the Decorah airport submitted three (3) potential hangar locations to the FAA for analysis back on May 14, 2020:

1. *Case 1: Contractor Original Planned/Preferred location, 462' offset from runway centerline*
2. *Case 2: ALP Location, 495' offset from runway centerline*
3. *Case 3: Contractor Revised/Selection Location, 467' from runway centerline*

Maysent noted, in summary, all three (3) locations present issues with the Runway 11 departure procedure.

Maysent reminded the Commission, the Airport did perform a cursory Part 77 imaginary surface airspace analysis which provided approximately a foot of clearance. However, the Part 77 analysis is a high-level planning tool which does not account for the Airport's specific published instrument procedures. Since the Part 77 analysis was so close, we recommended to submit an FAA Obstruction Evaluation/Airport Airspace Analysis case to the FAA so they could analyze the potential impact against the Airport's published approaches. The hangar owner did not want to wait the 45-60-day period for the analysis to be completed so the construction commenced.

Maysent noted two options for the Commission moving forward;

1. *Request a special Runway 11 departure procedure with the FAA. This would include publishing specific instructions to pilots departing Runway 11 under adverse weather conditions. This special procedure would most likely require a faster climb rate than normal to safely clear the hangar. A few conversations I've had with corporate pilots indicate this would not be a big deal. It is more familiarizing themselves with the special requirements before departure. There may be a possibility that a red obstruction light would need to be installed on the hangar as well.*

2. *Remove/relocate the hangar further east. Obviously would not be a popular approach since the foundations have already been placed.*

Maysent conclude by saying he also believed the FAA is also considering reducing the size of the departure surface which might make this a moot point in the future.

The Commission believed option #1 was the obvious approach.

Jakob Norman, with Rowley Aviation spoke via conference call and noted he would commit to putting a red beacon light on top of the hangar currently under construction.

There was general conversation about the special Runway 11 departure procedure with the FAA. Petersburg asked if there was an application fee or additional costs associated with the procedure notifications. Maysent said there was not.

Petersburg moved and Hadley seconded a motion to direct staff and McClure Engineering to begin the process of applying for the special Runway 11 departure procedure with the FAA. Ayes – unanimous. Motion carried.

In other hangar construction updates, there is no new information on utility work. Darin Johnson, on the conference call, noted steel construction would start the week of July 20.

Update on 2020 entrance drive and parking area project

Bird stated there has been no movement from the FAA yet on this project. No “go” letter has been received.

Update on maintenance hangar repairs

Bird and Connell noted Cresco Builders had been in to inspect the facility. Their report is that it is not worth trying to fix-up or remodel given the wood frame construction. They noted the steel is rusted and in poor shape and it is difficult to tell how much of the wood structure is still viable and how much rot there may be.

There was general conversation about developing plans and costs for a new maintenance hangar and terminal.

Airport Manager's Report

- c) *Update on 2019 runway improvement project*

Bird noted the repainting has been scheduled for mid- to late August.

- d) *Tree project*

Connell reported the trees have been planted at the new Gundersen Hangar.

There was no further report.

Adjourn

The Commission agreed to move future meeting start times to 5:00pm. There being no other business, the meeting was adjourned at 5:28pm.

Submitted by:



Chad Bird
City Manager