

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

November 11, 2020 – 5:00pm

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: Rick Hadley, Brian Petersburg, Brett Willie and Pete Marso.
Kevin Thompson attended via phone.*

FBO Mike Connell, and Joe Roenfeldt from CGA, and City Manager Chad Bird were also in attendance.

Consider approval of minutes

a) *October 14, 2020*

Marso moved and Hadley seconded a motion to approve the October 14, 2020 commission minutes as presented.

Ayes – unanimous. Motion carried.

Consider use of airport property for snowmobile use; Winneshiek County Trail Twisters

Bird noted the president of the club had reached out to inquire about approval to use airport property again this year. She had supplied a certificate of insurance and a DOT ROW permit form.

Petersburg moved and Marso seconded a motion to approve the Winneshiek County Trail Twisters' use of airport property for the 2020 / 2021 snowmobile season.

Ayes – unanimous. Motion carried.

Update on corporate hangar project

Connell report work on the exterior of the hangar appeared to be completed. Bird noted work is progressing on the water line from the main water line near the intersection with Hwy 9 and Millennium Road.

Bird also noted the first year's land lease had been received by the tenant.

Update on 2020 entrance drive and parking area project

Roefeldt noted the project is substantially complete and he engaged in conversation about some of the proposed punch list items.

Roefeldt noted he would work with the contractor on a date to walk through the project and develop a punch list.

It was noted the painting was completed, as well as crack sealing. Some seeding and mulching was to be completed soon even though it is outside the allowable window.

Update on maintenance hangar repairs / terminal lounge replacement

The commission engaged in discussion about the facility, especially in relation to the five-year CIP and how projects might be balanced with each other and in what priorities.

There was general conversation about hangar space around the entire facility and how a terminal / hangar area may impact other hangars.

Discussion and possible action on Iowa DOT five-year CIP

The conversation continued from above and expanded into the full CIP here.

Roefeldt presented two options for the commission to consider.

Option #1 included previous conversations and had a terminal lounge facility has a high priority.

Option #2 put the new runway / taxiway lights ahead of the lounge facility. This acknowledged the FAA's desire to have airside work completed before non-airside work is considered.

Hadley moved and Marso seconded a motion to approve Option #2 of the DOT five-year CIP plans and submit to the city council for approval.

Ayes – unanimous. Motion carried.

Budget report

a) Discussion and planning for FY21 budget

Bird presented the budget worksheets and continued discussion from the October meeting.

The Commission agreed to add the taxiway lights as a budget item, pending council and FAA approval for the project.

The Commission agreed to generally keep the budget the same in FY22.

Bird advised the Commission they would have December's meeting to conclude any possible changes.

Airport Manager's Report

a) Update on 2019 runway improvement project

Connell noted work has been completed on the tractors and snowblowers and he is ready for winter.

There was some discussion about the airport's forest and whether it made any sense to consider a harvest of some trees.

Bird noted he would reach out to the city forester for ideas.

Adjourn

There being no other business, the meeting was adjourned at 6:42pm.

Submitted by:



Chad Bird
City Manager