

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

October 14, 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: Kevin Thompson, Rick Hadley, Brian Petersburg, Brett Willie and Pete Marso

Mayor Lorraine Borowski, FBO Mike Connell, Joe Roenfeldt and Kohle Nieland from CGA, and City Manager Chad Bird were also in attendance.

Consider approval of minutes

a) *September 15, 2020*

Thompson moved and Petersburg seconded a motion to approve the September 15, 2020 commission minutes as presented.

Ayes – unanimous. Motion carried.

Update on corporate hangar project

Connell and Bird reviewed ongoing construction. It was noted the concrete work was completed, all the steel is up and most of the electrical work is complete.

Bird said he is working on the water line but hasn't since a project schedule yet.

Connell noted the landscaping is complete and looks good. He also noted the septic system is installed.

Update on 2020 entrance drive and parking area project

Roefeldt noted the concrete is about 75% completed. He reviewed the change order and reasons behind the changes due to poor soil conditions.

There was considerable conversation about the detour entrance drive and whether that should stay and in what form. There was conversation about fencing or gating it off and leaving it installed for future use.

The commission wanted more discussion on this but expressed concern with unauthorized access to the hangar and taxiway areas.

Update on maintenance hangar repairs / terminal lounge replacement

The commission engaged in discussion about the facility, where it could be located, and what it might consist of. There was also discussion about when a new facility could be constructed in relation to the City's budget and financial conditions and with an ability to maximize the FAA funding.

The commission agreed this issue needs continued discussion but the existing facility is failing.

Budget report

a) *Discussion and planning for FY21 budget*

Bird share the year-to-date budget and explained the process. He noted November and December meetings should be used for budget development as the final budget would be due to the City Clerk by then.

Discussion and possible action on Iowa DOT five-year CIP

Roefeldt led the commission through a discussion of the CIP. There was discussion regarding some projects moving from one year to the next.

There was general agreement to leave it as is for one more fiscal year.

Thompson moved and Hadley seconded a motion to approve sending the draft CIP to the DOT as it was presented.

Ayes – unanimous. Motion carried.

Airport Manager's Report

a) Update on 2019 runway improvement project

Connell noted the runway had been repainted under this project as warranty work.

Connell also noted he is proposing using the remaining CARES act funding to purchase a new lawn mower. He submitted some pricing information for a Kubota LL Flex mower and indicated, with trade, there would be available funding in the CARES funds.

Thompson moved and Petersburg seconded a motion to approve preparing a proposal for the purchase and using the CARES Act funding.

Ayes – unanimous. Motion carried.

There was no further report.

Adjourn

There being no other business, the meeting was adjourned at 6:12pm.

Submitted by:



Chad Bird
City Manager