

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

**September 15, 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, and Brian Petersburg*

*Absent: Brett Willie and Pete Marso*

*Mayor Lorraine Borowski, FBO Mike Connell, Justin Strom from CGA, and City Manager Chad Bird were also in attendance.*

**Consider approval of minutes**

- a) July 15, 2020
- b) August 12, 2020 – no meeting

*Petersburg moved and Hadley seconded a motion to approve the July 15, 2020 commission minutes as presented.*

*Ayes – unanimous. Motion carried.*

**Update on corporate hangar project**

*Connell and Bird presented information relative to projected schedules for in-floor heating and main hangar floor concrete, which should be poured the week of September 21.*

*Bird noted the FAA had recently revised / lifted runway 29 departure requirements. He noted the FAA had previously authorized the hangar with a special departure procedure but the FAA has now lifted that status in favor of permanent procedures.*

**Update on 2020 entrance drive and parking area project**

*Strom shared information relative to the project schedule and start date.*

*It was evident on site that work has begin for lane closures and traffic control and some prep for removals.*

*There was general discussion about the temporary drive and parking area and some discussion about whether and how this may remain after the conclusion of the project.*

*Strom reviewed the plans with the commission and showed them the plans.*

**Discussion and possible action on Gundersen Hangar warranty work**

*Bird shared that the one-year anniversary of the completion of the Gundersen Hangar was here and he believed it would be wise to share any potential warranty work with the contractor at this time, rather than wait until the under of the full two-year period.*

*He presented a list of some items he believed may be warranty work and Strom noted he would also visit with his staff on other items.*

*CGA and City staff would then present a list of items to the contactor for repairs.*

Some initial items include:

- a) Driveway backfill and ongoing washout
- b) Concrete cracking on the pad right in front of the hangar – storm pipe trench
- c) Last door on the right in the rear of the hangar going into maintenance shop will not close or lock
- d) Hangar door belt guard broken

#### Snowplow truck replacement / CARES Act Grant Award Funding

*Grant No. 3-19-0025-014-2020*

*Connell presented information relative to a proposed purchase of a new dump truck / snow plow. He presented a trade-in offer of (\$8,000) for the current one (1995) and purchase of the newer model (2004). Net amount is \$19,000.*

*Connell proposed to use the \$30,000 CARES Federal COVID funding to make the purchase.*

*There was a general inspection and discussion of the truck as Connell had it on site.*

*Hadley moved and Petersburg seconded a motion to approve the purchase of the truck, allow for the trade and use the CARES act funding.*

*Ayes – unanimous. Motion carried.*

#### Update on maintenance hangar repairs / terminal lounge replacement

*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.*

*The commission wanted to look at some options and cost estimates and agreed to pursue some options and designs.*

*The commission agreed to keep this on the agenda for future discussions.*

#### Airport Manager's Report

- a) Update on 2019 runway improvement project

*Strom noted the repainting would most likely occur when the painting on the new parking and drive is completed.*

*Strom also presented the first draft of the airport / DOT five-year plan for review. Bird noted this is timely as the budget season is coming and he recommended an October / November review and presentation to city council before December.*

*There was no further report.*

#### Adjourn

*There being no other business, the meeting was adjourned at 6:10pm.*

Submitted by:



Chad Bird  
City Manager