

MEETING NOTICE

DECORAH AIRPORT COMMISSION

July 14, 2021 – 5:00pm

Airport Terminal Lounge

Agenda

1) Roll Call

The meeting was called to order by Chairperson Brett Willie.

Members Present: Rick Hadley, Brian Petersburg, Brett Willie, Kevin Thompson. Commissioner Pete Marso arrived later in the meeting as noted below. Also present: Mike Connell, FBO, Wanda Hemesath, City Clerk, Tr. and Justin Strom, Engineer CGA

2) Consider approval of minutes

a) *June 16, 2021*

Motion by Petersburg, second by Hadley to approve the minutes of the June 16, 2021 meeting. All voting aye. Motion carried.

3) Update on close out of Driveway Improvement Project

Justin Strom, CGA stated all punch list items have been completed except for removal of the silt fence which will be completed by late week or early next week. There was discussion regarding the length of the maintenance bond if necessary to resolve any issues which continue. Hemesath and Strom will research the terms of the bond.

General consensus for council to accept the project as complete following receipt of closeout documents.

4) Update on maintenance hangar repairs / terminal lounge replacement

Commissioner Marso arrived. Petersburg stated the main shop is the worst condition of any city owned building. Discussion was held on the possibility of making a video to showcase and explain the condition of the 51-year-old building for presentation to Council or council committee.

Short discussion on the original financing of airport land. Hemesath will research city records and Strom will check with the FAA. If any portion of the land purchase was funded by the FAA it will be noted in their records. Short discussion was held on the potential of selling some of the wooded property as seed money for maintenance hangar/terminal lounge replacement.

5) DBE Program update

Hemesath reviewed the status of the DBE program update. Notice was published June 24. Mayor will sign the Objectives/Policy Statement. The statement will be forwarded to CGA for submission to the FAA at that time. Deadline for filing August 1, 2021.

6) Engineering selection process

Hemesath gave a brief status of this process. Will continue work over the next few months.

7) Consider Open House Date

Tentatively set for Sept. 15, 2021. The new City Manager will be on staff by that date. Discussion was held on individually inviting Council in an effort to encourage greater participation in the event and to take the opportunity to tour and highlight the issues with the main shop.

8) Airport Manager's Report

a) *Hangars / rents*

Hemesath reported Alhouse and Schroeder each received formal eviction notice from Assistant City Attorney Rick Zahasky. Each has subsequently paid through June with Alhouse indicating he is working to get a permit to move his plane. Process could take up to 3 months. No follow-up from Schroeder.

Hemesath will follow-up with the attorney to determine next steps.

9) **Adjourn**

Motion by Thompson, second by Petersburg to adjourn. All voting aye. Motion carried.