

NORFOLK AIRPORT AUTHORITY

April 8, 2024

The following are the minutes of a regular meeting of the Norfolk Airport Authority held on Monday, April 8, 2024, in the board room at Norfolk Regional Airport/Karl Stefan Memorial Field. Notice of the meeting and publication of the agenda for public view were done in accordance with state law.

CALL TO ORDER: Chairman Geary called the Norfolk Airport Authority meeting to order at 7:30 PM.

Chairman Geary noted this meeting has been properly publicized and there is a current copy of the Open Meetings Act posted in the hallway adjacent to the meeting room and is accessible to the public.

Roll call as follows: Members present: Chairman Dan Geary, Vice Chairman Randy Neuharth, and Member Doris Kingsbury. Absent: Secretary Grayson Frohberg, and Member Dr. Mark Davis. Roll call resulted in a quorum.

Also present were Judy Grashorn, Jason Lamml, Amy Sisson, Justin Martin, and Gene Kosch.

RECOMMENDED ACTIONS:

- 1) The agenda was reviewed. Moved by Kingsbury seconded by Neuharth to approve agenda. Voting aye: Geary, Neuharth, and Kingsbury. Voting nay: None. Absent: Frohberg and Davis. Motion carried.
- 2) Moved by Kingsbury, seconded by Neuharth to waive the reading, and approve the minutes of the March 11, 2024, board meeting. Roll call: Voting aye: Geary, Neuharth, and Kingsbury. Voting nay: None. Absent: Frohberg and Davis. Motion carried.

REGULAR AGENDA:

1. Continued discussion covering the planning progress for the proposed construction of a new Terminal/FBO building. The subcommittee plans to meet with HDR Engineering on April 24, 2024. No vote was taken.
2. AIP 3-31-0058-027/028 Install REIL – RWY 20, MIRL – RWY14/32 & Replace Signs (RWY 14/32, TWY's A, B & C). Construction start date is scheduled for mid-May 2024. No vote was taken.
3. Moved by Neuharth, seconded by Kingsbury to approve the Airport Layout Plan (ALP) update with a Capital Improvement Plan (CIP) estimated at \$350,000.00, requested by the FAA. Roll call: Voting aye: Geary, Neuharth, and Kingsbury. Voting nay: None. Absent: Frohberg, and Davis. Motion carried.
4. Per FAA Order 5190.6B, Airport Compliance. Section 9.10 is regarding charging non-city-residents more in hangar rent: That is not permitted. No vote was taken.

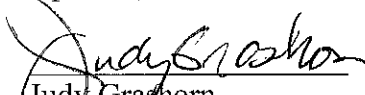
Mark Davis arrived at the meeting at 7:39 p.m. and was seated as present.

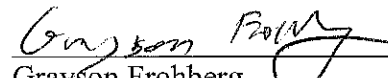
5. The Airport Manager position is still open. Randy Neuharth and Mark Davis volunteered to be on the interview committee for the Airport Manager position. No vote was taken.
6. Legal Counsel Jason Lampli had no new information to report.
7. Marketing Coordinator Bill Jepsen was not present.
8. Fiscal Year 2022-2023 Audit was distributed to board members.
9. Accountant Amy Sisson presented the six months compilation report of 2023-2024 fiscal year to include August 1, 2023, through January 31, 2024.
10. Moved by Kingsbury, seconded by Davis to approve the bills for payment. Roll call: Voting aye: Geary, Neuharth, Kingsbury, and Davis. Voting nay: None. Absent: Frohberg. Motion carried.
11. Moved by Kingsbury, seconded by Davis to ratify the following payments:
 - a) EFT \$5,5279.88 to U.S. Treasury for April 2024/941 Federal tax deposit.
 - b) EFT \$871.08 to NE Department of Revenue for April income tax withholding.
 - c) EFT \$3,584.00 to NDOT/ Dept. Of Aeronautics for April 2024 revolving hangar loan payment.
 - d) EFT \$710.02 to Mutual of Omaha employee Benefits April 2024 services.
 - e) EFT \$1,287.02 to American Funds Simple IRA for April 2024 payroll.
 - f) EFT \$19,287.04 for April 2024 payroll.
 - g) EFT \$37,043.32 to CityServiceValcon for 8,008 gallons 100LL
 Roll call: Voting aye: Geary, Neuharth, Kingsbury, and Davis. Voting nay: None. Absent: Frohberg. Motion carried.

Moved by Kingsbury, seconded by Neuharth to adjourn the meeting. Roll call: Voting aye: Geary, Neuharth, Kingsbury, and Davis. Voting nay: None. Absent: Frohberg. Motion carried.

There being no further business before the Norfolk Airport Authority, Chairman Geary adjourned the meeting at 7:59 p.m. The next regular meeting of the Norfolk Airport Authority is scheduled to be held on Monday, May 13, 2024.

Respectfully submitted:
April 10, 2024


Judy Grashorn
Office Manager


Grayson Frohberg
Secretary