

NORFOLK AIRPORT AUTHORITY

July 8, 2024

The following are the minutes of a regular meeting of the Norfolk Airport Authority held on Monday, July 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, Secretary Grayson Frohberg, and Member Doris Kingsbury. Absent: Member Dr. Mark Davis. Roll call resulted in a quorum.

Also present were Terri Wachter, Judy Grashorn, Amy Sisson, Jason Lammler, Rod Longe, Ryan Hanson, Curtis Christianson, Sawyer Belair, Jacob Kubes, and Ian Ostdiek.

RECOMMENDED ACTIONS:

- 1) The agenda was reviewed. Moved by Kingsbury, seconded by Frohberg to approve agenda. Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.
- 2) Moved by Frohberg, seconded by Neuharth to waive the reading, and approve the minutes of the June 28, 2024, special board meeting. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.

REGULAR AGENDA:

1. Continued discussion covering the planning progress for the proposed construction of a new Terminal/FBO building. Ryan Hanson, HDR project manager, was present and stated the approval of approximately \$3,000,000 grant from Congressional funds will be decided within the week, if awarded this will need to be signed by the President of United States which could be as early as September. Pending the President's signature, funds will be awarded within 4-6 months. The Board members plan to request a bond resolution to the City of Norfolk Council members. No vote was taken.
2. During the annual City budget council meeting Monday July 8, 2024, Norfolk City Council Members approved the fiscal year 2024-2025 operating budget. No vote taken.
3. AIP 3-31-0058-027/028 Install REIL – RWY 20, MIRL – RWY14/32 & Replace Signs (RWY 14/32, TWY's A, B & C)
 - a. Moved by Neuharth, seconded by Frohberg to approve Progress Estimate No. 2 to Danielle's Approach in the amount of \$331,323.39 and authorize sponsor to sign

on behalf of the authority. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.


4. The Nebraska National Guard Armory recruiting on 1st Street in Norfolk, NE has approached Norfolk Airport Authority on moving its facility onto Airport property, preferably next to the National Guard maintenance facility on North Airport Rd. requesting 20 acres of land. Dan Geary plans to meet with the National Guard Armory on July 9, to discuss further details on price and location. No vote was taken.
5. Moved by Neuharth, seconded by Frohberg to approve a budget not to exceed \$600 to provide hospitality food and nonalcoholic beverages for travelers stopping at Airport on their way to the annual EAA Oshkosh Air Venture days. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.
6. Moved by Kingsbury, seconded by Frohberg to approve expenses for Board members, Airport Manager, and interim Airport Manager to attend the annual 4 States Airport Conference to be held in Kansas City on August 22nd and 23rd, 2024.
7. Moved by Neuharth, seconded by Frohberg to approve 3-day bereavement leave with FMLA regulations to full time employees. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.
8. Legal Counsel Jason Lammler stated he is currently working on hangar lease template and will forward to Airport Manager before the next board meeting. No vote was taken.
9. Marketing Coordinator Bill Jepsen was not present, no new information to report.
10. Accountant Amy Sisson had no new information to report.
11. Moved by Kingsbury, seconded by Frohberg to approve the bills for payment. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.
12. Moved by Kingsbury, seconded by Frohberg to ratify the following payments:
 - a. EFT \$5,230.52 to U.S. Treasury for July 2024/941 Federal tax deposit.
 - b. EFT \$859.48 to NE Department of Revenue for July income tax withholding.
 - c. EFT \$3,584.00 to NDOT/ Dept. Of Aeronautics for July 2024 revolving hangar loan payment.
 - d. EFT \$710.02 to Mutual of Omaha employee Benefits July 2024 services.
 - e. EFT \$1,222.04 to American Funds Simple IRA for July 2024 payroll.
 - f. EFT \$18,585.38 for July 2024 payroll.
 - g. \$23,915.70 to Avfuel Corporation for 7,960 gallons Jet A with \$23,915.70 credit.
 - h. \$25,345.30 to Avfuel Corporation for 7,931 gallons Jet A with \$25,345.30 credit.
 - i. \$35,553.10 to CityServiceValcon for 8,010 gallons 100 LL.

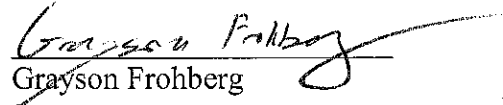
Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None.
Absent: Davis. Motion carried.

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

There being no further business before the Norfolk Airport Authority, Chairman Geary
adjourned the meeting at 8:10 p.m. The next regular meeting of the Norfolk Airport Authority is
scheduled to be held on Monday, August 12, 2024.

Respectfully submitted:
July 12, 2024


Judy Grashorn
Office Manager


Grayson Frohberg
Secretary