

NORFOLK AIRPORT AUTHORITY

June 10, 2024

The following are the minutes of a regular meeting of the Norfolk Airport Authority held on Monday, June 10, 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, Rod Longe, Bill Jepsen, Ryan Hanson, Curtis Christianson, Steve Rames, Sawyer Belair, and Jacob Kubes.

RECOMMENDED ACTIONS:

- 1) The agenda was reviewed. Geary requested moving agenda item #3 to the end after agenda item #11 and discussing in executive session. Moved by Kingsbury, seconded by Frohberg to move agenda item #3 to executive session after agenda item #11 and 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 May 13, 2024, 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 design phase is completed and we are waiting for approval of a \$3,000,000 grant from Congressional funds. If awarded this will delay the project till next year. 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). Jacob Kubes from Danielles's Approach, LLC gave an update on the construction and reported that we are ahead of schedule. No vote taken.
3. Moved to Executive Session after agenda item #11.

4. Moved by Kingsbury, seconded by Frohberg to raise land lease rates by 10%, beginning 2025 lease year. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.
5. Moved by Neuharth, seconded by Frohberg to table discussion and consideration of bereavement leave benefits to the next month. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.
6. A special meeting for draft approval of 2024-2025 fiscal year budget is scheduled for June 28, 2024, at 5:30 p.m.
7. Legal Counsel Jason Lammler was not present. No new information.
8. Marketing Coordinator Bill Jepsen had no new information to report.
9. Accountant Amy Sisson presented the August 1, 2023 – April 30, 2024 compilation report. No vote was taken.
10. 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.
11. Moved by Kingsbury, seconded by Neuharth to ratify the following payments:
 - a. EFT \$6,116.66 to U.S. Treasury for June 2024/941 Federal tax deposit.
 - b. EFT \$1,024.59 to NE Department of Revenue for June income tax withholding.
 - c. EFT \$3,584.00 to NDOT/ Dept. Of Aeronautics for June 2024 revolving hangar loan payment.
 - d. EFT \$710.02 to Mutual of Omaha employee Benefits June 2024 services.
 - e. EFT \$1,371.29 to American Funds Simple IRA for June 2024 payroll.
 - f. EFT \$20,766.65 for June 2024 payroll.
 - g. \$25,017.17 to Avfuel Corporation for 7,998 gallons Jet A with \$25,017.17 credit.Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.

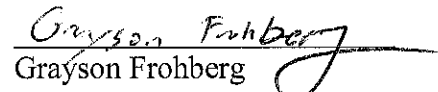
5. Moved by Frohberg, seconded by Kingsbury to move to executive session with board members and Terri Wachter included in the discussion and consideration of a consulting engineer for the airport master plan update. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried. At 8:04 p.m. board members convened to executive session. The board members concluded the executive session at 8:22 p.m. Moved by Geary, seconded by Kingsbury to close executive session. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried. Action taken in executive session include motion by Frohberg, seconded by Kingsbury to elect HDR Engineering to produce the airport master plan update. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.

Moved by Kingsbury, seconded by Frohberg 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 8:23 p.m. The next regular meeting of the Norfolk Airport Authority is scheduled to be held on Monday, July 8, 2024.

Respectfully submitted:
June 12, 2024


Judy Grashorn
Office Manager


Grayson Frohberg
Secretary