

## NORFOLK AIRPORT AUTHORITY

March 11, 2024

The following are the minutes of a regular meeting of the Norfolk Airport Authority held on Monday, March 11, 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, Jason Lamml, Rod Longe, Bill Jepsen, Jeremy and Kallie Fickes.

### 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 February 12, 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. The latest subcommittee meeting with HDR Engineering was March 4, 2024. The design phase of internal furnishings and fixtures was discussed. 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)
  - a) Tentative construction start date scheduled for mid-May 2024. Pre-construction meeting date and time to be announced.
3. Moved by Neuharth, seconded by Frohberg to approve the construction of a hangar and a load pad for an aerial application business to Jeremy Fickes aka, Fickes Aerial & Ag Services, LLC. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.

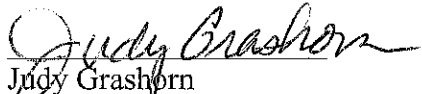
4. The sink hole on Runways 2 and 20 has been repaired and the runway was opened after being closed for approximately three weeks. No vote was taken.
5. The Airport Manager position is still open. Discussion on hiring an aviation recruitment agency was discussed. No vote was taken.
6. Legal Counsel Jason Lampli had no new information to report.
7. Marketing Coordinator Bill Jepsen had no new information to report.
8. Accountant Amy Sisson was not present. No new information to report.
9. 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.
10. Moved by Kingsbury, seconded by Frohberg to ratify the following payments:
  - a) EFT \$7,328.56 to U.S. Treasury for February 2024/941 Federal tax deposit.
  - b) EFT \$1,244.92 to NE Department of Revenue for February income tax withholding.
  - c) EFT \$3,584.00 to NDOT/ Dept. Of Aeronautics for January 2024 revolving hangar loan payment.
  - d) EFT \$710.02 to Mutual of Omaha employee Benefits February 2024 services.
  - e) EFT \$1,498.65 to American Funds Simple IRA for February 2024 payroll.
  - f) Checks #25678 through #25679 for \$4,461.73 for February 2024 payroll as listed in the monthly disbursement report.
  - g) EFT \$20,923.03 for February 2024 payroll.
  - h) \$26,360.64 to Avfuel Corporation for 8,187 gallons Jet A with \$26,360.64 credit.
  - i) EFT \$93.56 to NE Local Sales & Use Tax Return for 2023.
  - j) EFT \$1,393.50 to NE Dept of Labor Unemployment Insurance.
  - k) \$13,045.50 Wire transfer to Aero Specialties, Inc. for balance due on Oxygen cart.
  - l) EFT \$15.00 to Elkhorn Valley Bank for Aero Specialties, Inc. wire transfer.
 Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.
11. Moved by Frohberg, seconded by Neuharth to move to executive session with board members and Jason Lampli, included in the discussion of airport manager hiring. Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried. At 8:06 p.m. board members convened to executive session. The board members concluded the executive session of Airport Manager hiring, and executive session closed at 8:24 p.m. Moved by Frohberg, seconded by Neuharth to close executive session. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried. No action taken in executive session.

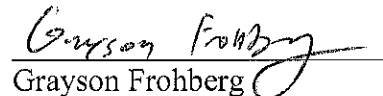
Moved by Frohberg, seconded by Neuharth to adjourn the meeting. Roll call: Voting aye: Geary, Neuharth, Frohberg, and Kingsbury. Voting nay: None. Absent: Davis. Motion carried.

There being no further business before the Norfolk Airport Authority, Chairman Geary adjourned the meeting at 8:25 p.m. The next regular meeting of the Norfolk Airport Authority is scheduled to be held on Monday, April 8, 2024.

Respectfully submitted:

March 14, 2024

  
Judy Grashorn  
Office Manager

  
Grayson Frohberg  
Secretary