

# NORFOLK AIRPORT AUTHORITY

June 23, 2025

The following are the minutes of a regular meeting of the Norfolk Airport Authority held on Monday, June 23, 2025, 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 made 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, Member Rich Clausen, and Member Doris Kingsbury. Absent: None. Roll call resulted in a quorum.

Also present were Justin Martin, Judy Grashorn, Jason Lammler, Tyler Zehr, Rod Longe, Jim Lange, Jim McKenzie, and Alejandro Ramirez.

## RECOMMENDED ACTIONS:

- 1) The agenda was reviewed. Moved by Kingsbury, seconded by Frohberg to approve the agenda. Roll call: Voting aye: Geary, Neuharth, Frohberg, Clausen, and Kingsbury. Voting nay: None. Absent: None. Motion carried.
- 2) Moved by Kingsbury, seconded by Frohberg to waive the reading, and approve the minutes of May 12, 2025, board meeting. Roll call: Voting aye: Geary, Neuharth, Frohberg, Clausen, and Kingsbury. Voting nay: None. Absent: None. Motion carried.

## REGULAR AGENDA:

1. Report from Accountant:
  - a) Tyler Zehr, Cruise and Associates, was introduced to the board and presented the 2025-2026 budget.
  - b) Moved by Clausen, seconded by Neuharth to approve the draft budget for 2025-2026 fiscal year and submit to City of Norfolk. Roll call: Voting aye: Geary, Neuharth, Frohberg, Clausen, and Kingsbury. Voting nay: None. Absent: None. Motion carried.
  - c) Moved by Frohberg, seconded by Neuharth to adopt a resolution requesting tax levy in the amount of \$818,107 for 2025-2026 fiscal year. Roll call: Voting aye: Geary, Neuharth, Frohberg, Clausen, and Kingsbury. Voting nay: None. Absent: None. Motion carried.
2. 2025-2026 Fiscal Year budget review session with city officials is scheduled for Thursday, July 10, 2025, 4:30 p.m., in the city council chambers. No vote taken.
3. Moved by Neuharth, seconded by Frohberg to approve allocating FY 2026 BIL (Bipartisan Infrastructure Law) funding to construct a 112' x 62' two-bay box hangar, with a project

cost of \$1,178,053. Roll call: Voting aye: Geary, Neuharth, Frohberg, Clausen, and Kingsbury. Voting nay: None. Absent: None. Motion carried.


4. Update on project 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 Frohberg, seconded by Clausen to approve progress estimate #9 (final) to Olsson Engineering, in the amount of \$6,800.00 and authorize sponsor to sign on behalf of the airport. Roll call: Voting aye: Geary, Neuharth, Frohberg, Clausen, and Kingsbury. Voting nay: None. Absent: None. Motion carried.
5. Moved by Frohberg, seconded by Neuharth to approve expenses for Board Members and Airport employees to attend the annual 4 States Airport Conference in Kanas City on August 21-22, 2025. Roll call: Voting aye: Geary, Neuharth, Frohberg, Clausen, and Kingsbury. Voting nay: None. Absent: None. Motion carried.
6. Legal Counsel Jason Lammler had no information to report.
7. Moved by Kingsbury, seconded by Neuharth to ratify the following payments: Roll call: Voting aye: Geary, Neuharth, Frohberg, Clausen, and Kingsbury. Voting nay: None. Absent: None. Motion carried.


Ratify Payments:

  - a) EFT \$6,840.90 to U.S. Treasury for 941 Federal tax deposit.
  - b) EFT \$1,131.47 to NE Department of Revenue for income tax withholding.
  - c) EFT \$3,584.00 to NDOT/ Dept. Aeronautics for revolving hangar loan payment.
  - d) EFT \$1,159.25 to Mutual of Omaha employee Benefits services.
  - e) EFT \$2,646.85 to American Funds Simple IRA for monthly payroll.
  - f) EFT \$22,937.07 for monthly payroll.
  - g) EFT \$20,260.42 to Avfuel Corporation for 8,001 gallons Jet A shipped 6/3/2025.
  - h) Check # 26059-26077 May expenses \$45,622.07 dated 6/09/2025, as listed in the monthly disbursement report.
8. Moved by Kingsbury, seconded by Neuharth to adjourn the meeting. Roll call: Voting aye: Geary, Neuharth, Frohberg, Clausen, and Kingsbury. Voting nay: None. Absent: None. Motion carried.

There being no further business before the Norfolk Airport Authority, Chairman Geary adjourned the meeting at 8:15 p.m. The next regular meeting of the Norfolk Airport Authority is scheduled to be held on Monday, July 14, 2025.

Respectfully submitted:  
June 25, 2025

  
Judy Gashorn  
Office Manager

  
Grayson Frohberg  
Secretary