



## NORFOLK AIRPORT AUTHORITY

4100 South 13th Street Norfolk, NE 68702-1343

Daniel E. Geary, Chairman

Grayson Frohberg, Secretary

Randy Neuharth, Vice Chairman

Doris Kingsbury, Board Member

Rich Clausen, Board Member

The following is the agenda for a regular meeting of the Norfolk Airport Authority to be held on January 12, 2025, in the board room at Norfolk Regional Airport / Karl Stefan Memorial Field at 7:30 PM.

### CALL TO ORDER

1. 7:30 p.m. – call meeting to order.
2. Proof of publication of meeting
3. Inform the public about the location of the Open Meetings Act posted in the Board Room and accessible to members of the public.
4. Roll call.

### RECOMMENDED ACTIONS

1. Approve agenda.
2. December 8, 2025, regular meeting minutes.

### REGULAR AGENDA

1. 2024 NDOT/Aeronautics State Grant for Airport projects-sink hole on runway 02/20. (Proj. #SA-08)
  - a) Motion to approve summary of project cost #1 (final) in the amount of \$8,890 for state funds due to Norfolk Airport and authorize sponsor to sign on behalf of the authority.
2. Project AIP 3-31-0058-029 - Norfolk Airport Layout Plan
  - a) Motion to approve progress estimate #6 to HDR Engineering, in the amount of \$15,812.70 and authorize sponsor to sign on behalf of the authority.
  - b) Motion to approve summary of project cost #6 in the amount of \$38,018. for federal funds due to Norfolk Airport and authorize sponsor to sign on behalf of the authority.
  - c) Motion to approve progress estimate #7 to HDR Engineering, in the amount of \$24,205.30 and authorize sponsor to sign on behalf of the authority.
3. Project AIP 3-31-0058-030 – 2-Bay Corporate Hangar
  - a) Motion to approve progress estimate #1 to HDR Engineering, in the amount of 47,909.50 and authorize sponsor to sign on behalf of the authority.
4. Discussion and/or approval of fiscal year 2027-2029 Federal AIP Grants and NDOT Capital Improvement Program.

5. Discussion and/or approval of several quotes for the construction of converting a walk -through door into an overhead door on hangar end cap “DW” in row D.
  - A. Beckenhauer Construction \$3,825.
  - B. Hesse Company \$4,010.
  - C. BC Builders \$2,176.
6. Discussion and/or approval of quote for purchase of a 9’x7’ overhead door for hangar end cap “DW” from Elite Door for \$1,015.
7. Discussion and/or approval of quote for replacing eight- electric meters on row T from Johnson Electric for \$3,125.
8. Discussion and consideration of updating Norfolk Airport Authority Bylaws to include literature on Airport Manager’s spending authority.
9. Discussion and consideration of Airport Manager’s authority to offer/give hiring wage for PT and/or Ft positions, merit increases, job title increases, etc. to employees without Board approval.
10. Discussion and consideration of removing Office Airport Manager from Elkhorn Valley Bank signature authority.
11. Report from Legal Counsel.
12. Discussion on City of Norfolk Strategic Planning Session held December 17, 2025, attended by Justin Martin, Airport Manager and Dan Geary, Board Chairman.
13. The Annual Employee Appreciation Dinner is scheduled to be held on Saturday, February 21, 2026, at Black Cow Fat Pig Restaurant.
14. Approve bills for payment.
15. Ratify Payments:
  - a) EFT \$6,344.71 to U.S. Treasury for 941 Federal tax deposit.
  - b) EFT \$920.09 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 \$918.41 to Mutual of Omaha employee Benefits services.
  - e) EFT \$2,575.43 to American Funds Simple IRA for monthly payroll.
  - f) EFT \$20,616.11 for monthly payroll.
  - g) EFT \$25,854.16 to Avfuel Corporation for 8,069 gallons Jet A shipped 11/20/2025

## ADJOURNMENT