



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 March 9, 2026, 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. Approve February 9, 2026, regular meeting minutes.

REGULAR AGENDA

1) Project AIP 3-31-0058-029 - Norfolk Airport Layout Plan

- a) Motion to approve progress estimate #8 to HDR Engineering, in the amount of \$2,822 and authorize Chairman to sign on behalf of the authority.
- b) Motion to approve summary of project cost #7 in the amount of \$2,680. for federal funds due to Norfolk Airport and authorize Chairman to sign on behalf of the authority.
- c) Motion to approve progress estimate #9 to HDR Engineering, in the amount of \$47,838 and authorize Chairman to sign on behalf of the authority.
- d) Motion to approve summary of project cost #8 in the amount of \$45,447 for federal funds due to Norfolk Airport and authorize Chairman to sign on behalf of the authority.

2) Project AIP 3-31-0058-030 – “Construct Hangar” (2-Bay Corporate Hangar)

- a) Motion to approve progress estimate #3 to HDR Engineering, in the amount of \$16,365 and authorize Chairman to sign on behalf of the authority.
- b) Motion to approve the NDOT State grant agreement and State grant resolution for project # 3-31-0058-030-2026 (construct 2-bay hangar) and authorize Chairman and Secretary of NAA Board to sign on behalf of the Authority.

- c) Motion to approve:
- Grant Application SF-424 federal assistance
 - FAA Form 5100-100 application for federal Assistance
 - FAA Form 5100-129 Construction Project Final Acceptance
 - FAA Form 5100-130, Drug Free Workplace
 - FAA Form 5100-131 Equipment and Construction Contracts
 - FAA Form 5100-132 Project Plans and Specifications
 - FAA Form 5100-134 Selection of Consultants
 - FAA Form 5100-135 Certification and Disclosure regarding potential Conflicts of Interest
 - FAA Form 5100-145 Title VI Pre-Grant Award Checklist
- and authorize Chairman to sign all sponsor certifications on behalf of the Authority.
- 3) 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. Section 106 E of the Bylaws.
- 4) Report from Legal Counsel.
- 5) Report from Tyler Zehr, Cruise and Associates, 6-month compilation report including August 1, 2025- January 31, 2026.
- 6) Discussion and consideration of selling a 1985 CJ10 Jeep Tug T-2.
- 7) Approve bills for payment.
- 8) Ratify Payments:
- a) EFT \$6,866.21 to U.S. Treasury for 941 Federal tax deposit.
 - b) EFT \$978.07 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 \$1,110.73 to Mutual of Omaha employee Benefits services.
 - e) EFT \$2,670 to American Funds Simple IRA for monthly payroll.
 - f) EFT \$20,436.00 for monthly payroll.
 - g) EFT \$23,559.82 to Avfuel Corporation for 8,081 gallons Jet A shipped 2/13/2026

ADJOURNMENT