NORFOLK AIRPORT AUTHORITY
July 13, 2026

The following are the minutes of a regular meeting of the Norfolk Airport Authority held on Monday, July 13, 2026, 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 in the board room and is accessible to the public.

Roll call as follows: Members present: Chairman Dan Geary, Vice Chairman Randy Neuharth, Secretary Grayson Frohberg, Member Doris Kingsbury, and Member Rich Clausen. Absent: None. Roll call resulted in a quorum.

Also, present was Justin Martin, Judy Grashorn, Cory Gaston, Chris Corr, Jim McKenzie, Jim Lange, Steve Rames, and Jeff Haggerty.

RECOMMENDED ACTIONS:

1. Moved by Kingsbury, seconded by Neuharth to approve the agenda. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

2. Moved by Frohberg, seconded by Neuharth to wave the reading and approve the minutes of June 8, 2026, regular board meeting. Roll call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

REGULAR AGENDA:

1) Jeff Haggerty, representative of Heinen Brothers, of Seneca, KS inquired with board members about the desire to build an 80x80 hangar with a 40x40 launch pad including a 1,000-gallon fuel tank for an agriculture aerial spray application operation. Location on the airfield was discussed with preference by the authority to build on the far north end of airfield to keep all aerial applicator operations at the same end of airfield and cost less for Heineman Brothers to build access roads and other expenses. Board members welcomed the idea and asked to see design plans for the whole operation, from which the Airport Manager could use that information for approval with FAA and creating a land lease. No vote was taken.

2) Airport Manager Justin Martin reported the annual budget work session on July 9, 2026, with the City of Norfolk mayor, and council members went well with no concerns and several compliments to Justin for his efforts.
    a) 9-month compilation report compiled by Tyler Zehr, MDT, LLC, from August 1,2025 through April 30,2026 was reviewed and discussed. Tyler Zehr, MDT, LLC was not in attendance. No vote was taken.

    b) Moved by Neuharth, seconded by Frohberg to adopt 2026-2027 resolution requesting tax levy for $842, 651. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

c) Moved by Geary, seconded by Clausen to approve 3.8% cost of living adjustment for 2026-2027 fiscal year. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

3) Moved by Neuharth, seconded by Frohberg to approve expenses for Board Members and/or employees to attend the Annual 4 States Airports Conference to be held in Kansas City on August 19-21, 2026. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

4) Legal Counsel Jason Lammli, no new information, not in attendance.

5) Moved by Kingsbury, seconded by Clausen to approve the bills for payment. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

6) Moved by Kingsbury, seconded by Neuharth to ratify the following payments: Roll call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

a. EFT $7,234.54 to U.S. Treasury for 941 Federal tax deposit.
b. EFT $1,028.68 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 $1,038.54 to Mutual of Omaha employee Benefits services.
e. EFT $2,750.01 to American Funds Simple IRA for monthly payroll.
f. EFT $21,482.35 for monthly payroll.
g. EFT $30,105.89 to Avfuel Corporation for 8,001 gallons Jet A, shipped 6/5/2026.
h. EFT $404.96 to Avfuel Corporation for (2) lid gasket o-ring/filter for fuel trucks.
i. EFT $2,794.49 to Avfuel Corporation for (5) filters, (6) cartridges, (2) separators for 100 LL fuel truck.
j. Check #26353 $1,051.65 to Dave and Paula Hoeft, refund April-December 2026 rent for E11 hangar. (retire sold plane)
k. Check #26354 $806.55 to Productivity Plus CNH Industrial account. Purchase (2) 10X32 poly wafers for roscoe sweeper from Titan Machinery.

A member of the public community challenged the closed executive session (agenda item #7)
Referencing AI (artificial intelligence) asking AI "Can a city or public entity go into executive session to approve RFQs for engineering consultants and select engineering consultants?" In which the answer was "no" with explanation.
The individual was asked by Chris Corr, Engineer for Olson to reference a legal statue versus AI. "Open Meetings Act 84-1410" is the answer the individual gave.
The Open Meetings Act 84-1410 didn't echo the answer from AI.
After discussion, tabling the item was not an option due to a deadline, Chris Corr, Olson Engineering and Cory Gaston, Kirkham Michael Engineering both agreed this is normal practice to go into closed session to discuss the findings of the subcommittee so they both voluntarily decided to exit the meeting momentarily, out of consideration for the board members to speak openly without them in the meeting. After the voluntary exit of the two engineers, board members allowed other community members to stay. No vote was taken.

7) RFQ (Request for Qualifications) interviews were conducted on July 7, 2026, by board members Frohberg, Clausen, and Airport Manager Martin, (Frohberg replaced Geary in subcommittee). Four RFQ's were submitted and interviewed including Olson, HDR, Benesch, and Kirkham Michael. Moved by Clausen, seconded by Frohberg to approve Benesch Aviation Engineers for Norfolk Airport's 5yr. engineering consultants 2027-2031. Roll call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

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

There being no further business before the Norfolk Airport Authority, Chairman Geary adjourned the meeting at 8:42 p.m. The next regular meeting of the Norfolk Airport Authority is scheduled to be held on Monday, August 10, 2026.

Respectfully submitted:

Judy Grashorn
Office Manager

~~Grayson Frohberg~~ Absent
Secretary
Doris Kingsbury Assigned secretary