



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | April 10, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Hall County Airport Authority (HCAA) Board was held at the Airport Authority Board Room located at 3579 Sky Park Road, Grand Island, Nebraska 68801 on April 10, 2019. Notice of Meeting was given in the *Grand Island Independent* on April 3, 2019. Board Chair Quandt called the meeting to order at 8:00 a.m. and announced location of the Nebraska Open Meeting Act for public viewing.

REVIEW OF AGENDA.

AIRPORT AUTHORITY BOARD MEMBER(S) PRESENT: Chair Brian Quandt, Vice-Chair Lynne Werner, Secretary-Treasurer Michelle Setlik, Joe Cook, and Ryan O'Neill.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: None

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Administrative Assistant Debra Potratz, Operations/Security Manager Doug Brown, and Facility Manager Steve Magnuson.

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

PUBLIC COMMENT REQUESTS: None.

The Pledge of Allegiance was said in unison.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting on March 13, 2019.
- RESOLUTION 19-23: Claims 3391-3398.

Motion by Werner, second by O'Neill to approve the Consent Agenda. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

DISCUSSION AND ACTION AGENDA:

FINANCIAL REPORT: By Executive Director Olson.

Budget Narrative Ending March 31, 2019 3 rd Month of 2nd Qtr: 50.00%	Current Amount March	YTD Amount Oct 18 - Sep 19	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	\$333,366.11	\$1,007,766.50	\$1,660,120.00	60.70%	\$652,353.50
Operating Expenses	\$145,295.92	\$1,023,218.86	\$2,184,664.00	46.84%	\$1,161,445.14
Total Operating Income/(Loss)	\$188,070.19	(\$15,452.36)	(\$524,544.00)	38.80%	(\$509,091.64)
Tax Levy - Bond	\$83,993.33	\$275,476.61	\$1,176,471.00	23.42%	\$900,994.39
Tax Levy - General	\$22,597.99	\$91,625.68	\$217,322.00	42.16%	\$125,696.32
Tax Levy - General Fund Designated for Air Service Development	\$14,453.02	\$34,278.17	\$300,000.00	11.43%	\$265,721.83
Net Income/(Loss)	\$307,287.85	(\$1,718,416.68)	(\$5,951,651.00)	28.87%	(\$4,771,437.32)

ACTIVITY REPORTS:

43 GRI Air Traffic Operations Report by Executive Director Olson.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
Mar 2019	137	200	575	62	974	190	40	230	1,204
Mar 2018	46	278	588	162	1,074	152	44	196	1,270
% Change	198%	-28%	-2%	-62%	-9%	25%	-9%	17%	-5%

44
45 Enplanement Report by Executive Director Olson. American Airlines had four cancelled flights and
46 Allegiant had one cancelled flight due to weather.

Load Factor	Allegiant	American	Charters	Mo. Emp	Yr to Date
	93%	68%			
Mar 2019	3,290	3,207	143	6,640	18,007
Mar 2018	2,544	2,451	151	5,146	15,174
+/- %	29%	31%	-5%	29%	19%

47
48 Monthly Operations and Facility reports were given verbally. A pedestrian walk-through gate has been
49 installed by the General Aviation Terminal. The Airport Mass Causality Drill scheduled for Saturday, May
50 4th from 7:00 am to 12:00 pm. Facility staff picked up garbage in ditches along Sky Park Road.

51
52 Construction & Planning Report:
53 CMBA - Brad Kissler reported exterior finishes will be completed once weather warms up. Chief Project
54 Coordinator Kyle Huse welcomed home airport staff and reported the exterior hardy board needs to be
55 painted, awnings over the south and west windows need to be installed, and metal roof caps need to be
56 installed around trim. Chief Business Development Manager Mark Moravec thanked the Airport Authority
57 for allowing Chief the opportunity to work on this project and appreciated the teamwork between Chief,
58 Authority and CMBA. Olson commended Project Superintendent Shannon Walker for doing a fantastic job
59 and completing project ahead of schedule.

60
61 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-24: CHANGE ORDER NO. 18 FOR THE**
62 **NEW HALL COUNTY AIRPORT AUTHORITY ADMINISTRATION BUILDING PROJECT FROM CMBA**
63 **FROM CHIEF CONSTRUCTION.**

64
65 *Motion by Cook, second by Setlik authorizing the Executive Director to execute Change Order No. 18 for*
66 *the New Hall County Airport Authority Administration Building Project from CMBA for Chief Construction to*
67 *change hardware on Door 106 at the Administration Building for an add fee of \$611.05, making the Revised*
68 *Contract Amount \$2,408,817.97. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner,*
69 *Quandt, Cook, O'Neill.*

70
71 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-25: CHANGE ORDER NO. 19 FOR THE**
72 **NEW HALL COUNTY AIRPORT AUTHORITY ADMINISTRATION BUILDING PROJECT FROM CMBA**
73 **FOR CHIEF CONSTRUCTION.**

74
75 *Motion by Werner, second by Cook authorizing the Executive Director to execute Change Order No. 19 for*
76 *the New Hall County Airport Authority Administration Building Project from CMBA for Chief Construction to*
77 *add ground-fault circuit interrupter (GFCI) Breaker for the Refrigerator plug in the Administration Building*
78 *for an add fee of \$303.93, making the Revised Contract Amount \$2,409,121.90. Upon roll call vote, motion*
79 *was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.*

80
81 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-26: EXTENSION OF LEASE**
82 **AGREEMENT WITH NOVA TECH, INC., FOR BUILDING 803 LOCATED AT 1971 CITATION WAY,**
83 **GRAND ISLAND, NEBRASKA.**

84
85 *Motion by Setlik, second by O'Neill to execute Extension of Lease Agreement with Nova Tech, Inc., for*
86 *Building 803 located at 1971 Citation Way, Grand Island, Nebraska. Lease term is extended for two years*

87 effective July 1, 2019 and terminating June 30, 2021. Rent for lease year commencing July 1, 2019 will be
88 \$355.38/month, and for lease year commencing July 1, 2020, rent will increase to \$366.04/month. Upon
89 roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

90
91 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-27: SECOND AMENDMENT TO**
92 **RESTAURANT /LOUNGE MANAGEMENT AGREEMENT.**

93
94 *Motion by Cook, second by Werner authorizing Executive Director to execute the Second Amendment to*
95 *Restaurant/Lounge Management Agreement with Aloha Investments, LLC, to install, operate, and maintain*
96 *one (1) Automatic Teller Machine (ATM) in the secure side of the Passenger Terminal at the Central*
97 *Nebraska Regional Airport located at 3773 Sky Park Road, Grand Island, NE. Upon roll call vote, motion*
98 *was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.*

99
100 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 19-28: DIRECT HIRE AGREEMENT WITH**
101 **ASSOCIATED STAFFING INCORPORATED.**

102
103 *Motion by Setlik, second by O'Neill authorizing the Executive Director to execute the Direct Hire Agreement*
104 *with Associated Staffing Inc., to provide employment services to the Hall County Airport Authority (HCAA).*
105 *The Direct Hire/Placement fee is 25% of employees first year gross income. Upon roll call vote, motion was*
106 *approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.*

107
108 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 19-29: AMERICAN AIRLINES PROPOSAL**
109 **TO PROVIDE ESSENTIAL AIR SERVICE AT GRAND ISLAND, NEBRASKA.**

110
111 *Motion by Cook, second by Setlik Resolution being the Hall County Airport Authority Board will make the*
112 *following recommendation to the Department of Transportation (DOT) for air service in Grand Island under*
113 *the Essential Air Service program: American Airlines will provide 13 weekly round trips from the Central*
114 *Nebraska Regional Airport in Grand Island, NE (GRI) to Dallas/Fort Worth International Airport (DFW) in*
115 *Dallas/Fort Worth, TX, utilizing a E140 44 seat jet. The term is for a two-year period from July 1, 2019*
116 *through June 30, 2021, with an annual subsidy of \$389,392.00. The Hall County Airport Authority agrees*
117 *to waive the right to hold in American Airlines upon issuance of 120 days-notice to terminate service.*
118 *Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.*

119
120 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 19-30: LOCAL EMERGENCY PLANNING**
121 **COMMITTEE FUNDING FOR THE FEDERAL AVIATION ADMINISTRATION AIRPORT RESCUE AND**
122 **FIRE FIGHTING MOBILE FIRE TRAINING UNIT.**

123
124 *Motion by Setlik, second by O'Neill authorizing the Executive Director to accept Funding from the Local*
125 *Emergency Planning Committee (LEPC) in the amount of \$4,000 to go towards the expenses for the FAA*
126 *ARFF Mobile Fire Training Unit. Expenditures will be submitted to LEPC for payment. The City of Grand*
127 *Island and Airport Fire Fighters will take part in the training exercise at the airport on May 20, 2019 Upon*
128 *roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.*

129
130 **EXECUTIVE DIRECTOR'S REPORT:**

- 131 a) Legislative Report: No report.

132
133 **ANNOUNCEMENTS:**

- 134 a) Airport Auction will be held April 13th at 10 am.
135 b) Mass Causality Drill - May 4, 2019 from 7am – 12 pm.
136 c) Next Board Meeting May 15, 2019
137 d) Blood Drive – May 21, 2019 from 8 am – 2 pm in Passenger Terminal.
138 e) Administration Building Cornerstone Ceremony – June 25, 2019 at 1 pm.
139 f) Vietnam Traveling Wall – Veteran's Club May 23-27, 2019.
140 g) B-25 Maid in the Shade Commemorative Air Force Tour – July 1-7, 2019
141 h) City of Grand Island will be repaving part of Sky Park Road and Airport Road April 29th-May 17th.

143 EXECUTIVE SESSION:
144 *Motion by Setlik, second by Werner to go into Executive Session to discuss airline, lease, personnel, and*
145 *litigation negotiations. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt,*
146 *Cook, O'Neill, Board went into Executive Session 8:47 a.m.*
147
148 *Motion by Werner, second Setlik to come out of Executive Session with no decisions being made and*
149 *reconvene to Regular Session. Upon roll call vote, motion was approved with 5 Yes: Setlik, Werner, Quandt,*
150 *Cook, O'Neill, Cook, Board came out of Executive Session and into Regular Session at 9:40 a.m.*
151
152 ADJOURNMENT:
153 *Motion by Cook, second by O'Neill to adjourn the meeting. Upon roll call vote, motion was approved with 5*
154 *Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill, meeting was adjourned at 9:41 a.m.*
155
156 HALL COUNTY AIRPORT AUTHORITY
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159
160 _____
161 Debra Potratz | Administrative Assistant
162
163
164 _____
165 Brian Quandt | Board Chair
166 _____ Michelle Setlik | Board Secretary/Treasurer
(SIGNATURES ON FILE)