



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | October 16, 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 October 16, 2019. Notice of Meeting was given in the *Grand Island Independent* on October 16, 2019. Board Chair Quandt called the meeting to order at 8:03 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, Ryan O'Neill.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: None.

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Accounting Manager Debbie Hand, Office Manager Debra Potratz, Operations Manager Doug Brown, 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 Budget Hearing and Regular Meeting on September 11, 2019
- RESOLUTION 19-74: Claims 3436-3444.

Motion by Werner, second by Cook 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:

Hero Flight Committee Members Gary Quandt, Don Shuda, Don Smith, Willie Skala and Mike Ponte. They all expressed their gratitude to the Hall County Airport Authority Board, Executive Director Olson, and Operations Manager Brown for organizing the welcome home ceremony for the veterans. This homecoming was something they should have received 50 years ago. Over 900 veterans have passed through this airport and have received the homecoming they should have received 50 years ago. As you looked at the faces and emotions of the veterans coming off the plane, there were tears in their eyes as this was very emotional for them. The home coming ceremony was as much as the trip as the trip itself to Washington, DC. There may be other trips offered but they won't get the homecoming reception like here in Grand Island. The Board expressed their appreciation for everything the Hero Flight Committee has done for the veterans and thanked Doug Brown for all his hard work putting the welcome home all together.

FINANCIAL REPORT by Accounting Manager Debbie Hand.

3rd Month of 4th Qtr: 100.00%	Current Amount September	YTD Amount Oct 18 - Sep 19	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income*	\$123,453.45	\$1,850,845.17	\$1,661,519.00	111.39%	(\$189,326.17)

Operating Expenses	\$374,271.25	\$2,307,234.46	\$2,184,664.00	105.61%	(\$122,570.46)
Total Operating Income/(Loss)	(\$250,817.80)	(\$456,389.29)	(\$523,145.00)	87.24%	(\$66,755.71)
Tax Levy - Bond	\$300,477.73	\$1,174,976.18	\$1,176,471.00	99.87%	\$1,494.82
Tax Levy - General	\$51,211.64	\$255,532.26	\$217,322.00	117.58%	(\$38,210.26)
Tax Levy - General Fund Designated for Air Service Development	\$80,903.48	\$266,226.52	\$300,000.00	88.74%	\$33,773.48
Net Income/(Loss)	\$161,756.62	(\$1,346,606.51)	(\$5,950,252.00)	22.63%	(\$4,158,887.97)

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ACTIVITY REPORTS:

GRI Air Traffic Operations Report by Executive Director Mike Olson.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
Sept 2019	48	284	647	89	1,068	118	108	226	1,294
Sept 2018	125	171	583	88	967	234	22	256	1,223
% Change	-62%	66%	11%	1%	10%	-50%	391%	-12%	6%

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Enplanement Report by Executive Director Olson. The corrected Enplanement statistics are shown below:

	Allegiant	Load Factor	American	Load Factor	Charters	Mo. Emp	Yr to Date
Sept 2019	2,785	90%	2,657	82%	172	5,634	53,587
Sept 2018	2,186	80%	2,811	61%	149	5,146	46,216
+/- %	27%	13%	-5%	34%	15%	9%	16%

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Operations Report: Operations Manager Doug Brown he and his staff assisted with the Hero Flight departure and set up for the welcome home ceremony.

60 Facility Report: Facility Manager Magnuson reported there is now a Spanish option on the Parking Access Revenue Control System (PARCS) machines. This option along with the new card readers have dramatically decreased the calls for assistance.

61 Construction Report: Benesch Representative Scott Griepenstroh reported the delivery date for the AIP 41 ARFF Vehicle is slated for October of 2020, and the building for AIP 42 ARFF Facility will be delivered tomorrow.

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68 **CONSIDERATION AND APPROVAL OF REVISION OF RESOLUTION NO. 19-57: REPLACE THE**
69 **HALL COUNTY AIRPORT AUTHORITY VEHICLE ASSIGNMENT POLICY APPROVED AUGUST 6,**
70 **2019 WITH REVISED POLICY DATED OCTOBER 16, 2019.**

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72 *Motion by O'Neill, second by Cook to replace the Hall County Airport Authority Vehicle Policy dated August*
73 *6, 2019 with revised Policy dated October 16, 2019. Revision includes: Vehicle Safety, Motor Vehicle*
74 *License, Vehicle Assignment, Authority Owned Vehicles, and Accident Reporting. Upon roll call vote,*
75 *motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.*

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77 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-75: REJECTION OF THE TERRORISM**
78 **INSURANCE AND WAR INSURANCE COVERAGE WITH ACE PROPERTY AND CAUSALITY**
79 **INSURANCE COMPANY.**

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81 *Motion by Werner, second by Setlik authorizing the Board Chair to reject the Terrorism Insurance and War*
82 *Insurance coverage with Ace Property and Causality Insurance Company for the policy period of September*
83 *13, 2019 through September 13, 2020. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik,*
84 *Werner, Quandt, Cook, O'Neill.*

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86 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-76: ACCEPT CHANGE ORDER NO. 01**
87 **FOR AIP 3-31-0034-041 AIRCRAFT RESCUE & FIRE FIGHTING (ARFF) VEHICLE FROM ALFRED**
88 **BENESCH & COMPANY FOR OSHKOSH AIRPORT PRODUCTS, LLC.**

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90 *Motion by Cook, second by Setlik to approve Change Order No. 01 for AIP 3-31-0034-041 Aircraft Rescue*
91 *& Fire Fighting (ARFF) Vehicle from Alfred Benesch & Company for Oshkosh Airport Products, LLC, for an*
92 *increase of \$32,964.00. Change Order No. 01 is to add an onboard and integrated Aqueous Film Forming*
93 *Foam (ARFF) testing system for \$29,600.00 (Eligible), and the addition of dry chemical discharge from the*
94 *bumper turret for additional versatility and dependability of firefighting capabilities for \$3,094.00 (Non-*
95 *Eligible). The original contract amount was \$681,230.00 Change Order No. 01 is for an increase of*
96 *\$32,694.00 making the revised contract \$713,924.00. Change Order No. 01 is contingent upon Federal*
97 *Aviation Administration approval. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner,*
98 *Quandt, Cook, O'Neill.*

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100 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-77: CONSIDERATION OF ACCEPTING**
101 **CHANGE ORDER NO. 02 FOR AIP 3-31-0034-042 AIRCRAFT RESCUE & FIRE FIGHTING (ARFF)**
102 **FACILITY FROM ALFRED BENESCH & COMPANY FOR CHIEF CONSTRUCTION.**

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104 *Motion by Setlik, second by O'Neill to approve Change Order No. 02 for AIP 3-31-0034-042 Aircraft Rescue*
105 *& Fire Fighting (ARFF) Facility from Alfred Benesch & Company for Chief Construction for an increase of*
106 *\$278.16. Change Order No. 02 is for changes and modifications made to project due to the high-water*
107 *table and the inability to dewater. Ground preparation changes were made for foundation support,*
108 *modifications were made to building structure to accommodate revised foundation, piers will be installed in*
109 *footings, water main in place will be abandoned, water main construction and piping to storm sewer will be*
110 *completed prior to building foundation construction. Underground utility construction is scheduled in the*
111 *Spring of 2020. The original contract amount was \$3527428.00. Change Order No. 02 is for an increase*
112 *of \$278.16 making the revised contract \$2992,278.16. Change Order No. 02 is contingent upon Federal*
113 *Aviation Administration approval. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner,*
114 *Quandt, Cook, O'Neill.*

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116 **EXECUTIVE DIRECTOR'S REPORT:** Executive Director Olson reviewed the 2020 Board meeting
117 schedule and noted if the Friday before the Board meeting is day five or less, to move meeting to the third
118 Wednesday due to the timing of receiving and preparing reports. Since the majority of meetings were
119 moved to the third Wednesday, and for consistency, staff recommended moving all the meetings to the
120 third Wednesday in 2020. Board members are to review schedule and report any conflicts before the
121 November meeting.

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123 **ANNOUNCEMENTS:**

- 124 a) Next Board meeting – November 13, 2019.

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126 **AIR SERVICE DEVELOPMENT PRESENTATION**

127 Doug Blissit, Air Service Consultant from Mead & Hunt and Executive Director Olson gave a presentation
128 on Airline Industry Trends and Grand Island Air Service Trends and Air Service Development.

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130 This presentation will be delivered to the public again at 4:00 p.m. today at Dinsdale Automotive at 1708 S.
131 Webb Road in Grand Island.

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133 **EXECUTIVE SESSION:**

134 *Motion by Cook, second by O'Neill to go into Executive Session to discuss airline, lease, personnel, and*
135 *litigation negotiations. Upon roll call vote, motion was approved with 5 Yes Votes: Werner, Setlik, Quandt,*
136 *Cook, O'Neill, Board went into Executive Session 10:23 a.m.*

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138 *Motion by Setlik,, second O'Neill to come out of Executive Session with no decisions being made and*
139 *reconvene to Regular Session. Upon roll call vote, motion was approved with 4 Yes Votes: Setlik, Quandt,*
140 *Cook, O'Neill, Board came out of Executive Session and into Regular Session at 11:35 a.m.*

141 Board Member Werner left at 10:45 a.m.

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CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-73: EMPLOYMENT AGREEMENT BETWEEN HALL COUNTY AIRPORT AUTHORITY AND MICHAEL J. OLSON

Motion by O'Neill, second by Cook Resolution authorizing the Board Chair to execute the Employment Agreement between the Hall County Airport Authority and Michael J. Olson. Employment Agreement term shall commence October 1, 2019 and end on September 30, 2022. The Authority shall provide the following compensation :a) Salary at the annualized rate of ONE HUNDRED TWENTY-FOUR THOUSAND SEVEN HUNDRED SEVENTY-EIGHT AND 46/100 DOLLARS (\$124,778.46) payable bi-weekly at the rate of FOUR THOUSAND SEVEN HUNDRED NINETY-NINE AND 17/100 DOLLARS (\$4,799.17) subject to standard withholding deductions; b) Vehicle Stipend in the amount of \$350.00 per month; c). Personal Time Off; d) Health Insurance; e) Retirement Plan; f) Dues and Subscriptions; g) Professional Development and Business Travel; h) Cell Phone Allowance; i) Annual Salary and Benefit Review. Agreement also includes Termination of Employment terms, Liability Insurance, and Other Terms and Conditions that include the Director shall reside in Hall County, Nebraska throughout term of employment. Upon roll call vote, motion was approved with 4 Yes Votes: Setlik, Quandt, Cook, O'Neill.

ADJOURNMENT:

Meeting was adjourned at 11:40 a.m.

HALL COUNTY AIRPORT AUTHORITY

Debra Potratz | Office Manager

Brian Quandt | Board Chair

Michelle Setlik | Board Secretary/Treasurer

(SIGNATURES ON FILE)