



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | November 13, 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 November 13, 2019. Notice of Meeting was given in the *Grand Island Independent* on November 6, 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, Office Assistant Maggie McDermott.

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

PUBLIC COMMENT REQUESTS: None.

The Pledge of Allegiance was said in unison.

Executive Director Olson introduced our newest employee Maggie McDermott, she started October 28th as our new Office Assistant.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting on October 16, 2019
- RESOLUTION 19-78: Claims 3445-3455.

Motion by Setlik, 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:

FINANCIAL REPORT by Accounting Manager Debbie Hand. Hand noted the hefty sewer bill for September was due to the high ground water infiltrating into the sanitary sewer. Executive Director Olson visited with the City of Grand Island about this issue but no credit will be applied. Hand will research the parking revenue report versus the amount deposited in our bank account.

Executive Director Olson reported Dana F. Cole & Company conduct our annual audit last week and commended Accounting Manager Hand for her preparation and assistance with the audit.

OCTOBER 2019 1st Month of 1st Qtr: 8.33%	Current Amount	YTD Amount Oct 19 - Sep 20	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income*	\$129,158.04	\$129,158.04	\$1,690,778.00	7.64%	\$1,561,619.96
Operating Expenses	\$174,543.84	\$174,543.84	\$2,296,819.00	7.60%	\$2,122,275.16

Total Operating Income/(Loss)	(\$45,385.80)	(\$45,385.80)	(\$606,041.00)	7.49%	(\$560,655.20)
Tax Levy - Bond	\$90,209.36	\$90,209.36	\$1,176,471.00	7.67%	\$1,086,261.64
Tax Levy - General	\$15,538.92	\$15,538.92	\$217,322.00	7.15%	\$201,783.08
Tax Levy - General Fund Designated for Air Service Development	\$24,144.53	\$24,144.53	\$300,000.00	8.05%	\$275,855.47
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	
Oct 2019	43	274	645	42	1,004	190	32	222	1,226
Oct 2018	115	188	574	77	954	232	38	270	1,224
% Change	-63%	46%	12%	-45%	5%	-18%	-16%	-18%	0%

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Enplanement Report by Executive Director Olson. Olson expects 2019 to be a record-breaking year for enplanements.

	Allegiant	Load Factor	American	Load Factor	Charters	Mo. Emp	Yr to Date
Oct 2019	2,732	92%	2,735	83%	162	5,629	59,216
Oct 2018	2,589	79%	2,848	72%	165	5,602	51,818
+/- %	6%	16%	-4%	16%	-2%	0%	14%

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Operations Report: Operations Manager Doug Brown reported a thermal imaging camera was installed on AIR 21 Firetruck Rescue 1. They are manually managing the sewage pumps on a daily basis and will work with the city on the piping to see if they can locate and repair areas that are leaking.

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Facility Report: Facility Manager Magnuson reported the replacement GPU was installed on the Jet Bridge.

Project Report:

AIP 40 Snow Removal Equipment. Executive Director Olson stated we have had issues with (AIR 95a Snow Dozer) since they day it was delivered. In order for Wausau to avoid paying any liquidated damages (due to the work was not completed in the specified timeframe), it was agreed the equipment could be delivered without being 100% complete. Since that date we found out quality control inspections were not conducted before it was shipped. We have had numerous mechanical/electrical/software issues with this equipment and Wausau has sent staff to trouble shoot the problems and to work on the punch list items. Operations Manager and Maintenance staff have spent numerous hours assisting the Wausau mechanics/technicians. Executive Director Olson stated this piece of equipment is critical to our operations and we are not pleased with the product we have received. The Authority is withholding funds from Wausau until these issues are resolved and Benesch will contact the Federal Aviation Administration to see what legal ramifications we have to remedy this issue.

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AIP 41 ARFF Vehicle. The Firetruck has been ordered. There will be a Change Order to add a Foaming Accessory to meet the environmental requirements. Delivery date is October 2020.

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AIP 42 ARFF Facility. Due to the high-water table and no way to dewater, Chief and Benesch came up with an alternate plan for the foundation on the building. Benesch presented the alternate plan to the FAA for review and concurrence. The building structure materials have been delivered. The goal is to install the footings and erect the steel before winter. This is a 180-day project.

85 **CONSIDERATION AND APPROVAL OF REVISION OF RESOLUTION NO. 19-79: STORAGE LEASE**
86 **AGREEMENT WITH CMG ENTERPRISE, LLC FOR BUILDING 86, T-HANGAR H LOCATED AT 2105**
87 **MIRAGE STREET.**

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89 *Motion by O'Neill, second by Setlik authorizing Executive Director to execute Storage Lease Agreement*
90 *with CMG Enterprise, LLC for Building 86, T-Hangar H located at 2105 Mirage Street at the Central*
91 *Nebraska Regional Airport. Lease term commenced October 21, 2019 and is on a month-to-month basis.*
92 *Rent is \$106.00 per month plus \$10.00 per month for utilities. Upon roll call vote, motion was approved*
93 *with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.*

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95 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-80: CONSULTANT AGREEMENT**
96 **WITH ALFRED BENESCH AND COMPANY FOR DESIGN AND BIDDING PHASE SERVICES FOR AIP**
97 **NO. 3-31-0034-043 WILDLIFE FENCE AT THE CENTRAL NEBRASKA REGIONAL AIRPORT (GRI).**

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99 Executive Director Olson stated this may be a multi-year project with the Design and Bidding the first year
100 and Construction to follow the next year. This is a \$1.7 million dollar project.

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102 *Motion by Cook, second by O'Neill authorizing the Executive Director to execute the Consultant Agreement*
103 *with Alfred Benesch and Company for Design and Bidding Phase Services for AIP No. 3-31-0034-043*
104 *Wildlife Fence at the Central Nebraska Regional Airport (GRI) in the amount of \$66,073.00. Design fees*
105 *are not to exceed \$59,147.00 and Bidding fees are not to exceed \$6,926.00. Project consists of 32,000*
106 *lineal feet of Wildlife Fence improvements which will meet the fencing requirements of the Airport's Wildlife*
107 *Hazard Assessment. Features of the fence system include an 8' chain link fence with tensioning strand at*
108 *bottom; 3-strand barbed wire on outriggers at top of fence fabric; and wildlife exclusion skirting. This*
109 *agreement is contingent upon Federal Aviation Administration approval. Upon roll call vote, motion was*
110 *approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.*

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112 EXECUTIVE DIRECTOR'S REPORT: Executive Director Olson we are currently under a continuing
113 resolution for Federal funds until November 21st with a short-term resolution most likely in December or
114 January.

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116 The Senate approved their version of the Department of Transportation (DOT) bill which includes more AIP
117 funding and less supplemental funding for FAA and AIP projects. Both House and Senate bills contain
118 language to restrict use of Perfluoroalkyl and polyfluoroalkyl substances (PFAS) a fire fighting foam which
119 has become an environmental issue. If bill passes, this could shut down all commercial carrier airports.

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121 The State of Nebraska is conducting a State Economic Study. Executive Director Olson is not thrilled with
122 the draft results for Grand Island as it shows \$111 million which is substantially less than the \$158 million
123 reported in 2013. This study was conducted by a different entity than the one conducted in 2013.

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125 Nebraska Department of Transportation, Aeronautics Director Ann Richart has been meeting with all
126 airports and has started Air Service Telecom with all commercial carrier airports.

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128 The Board reviewed the 2020 Board meeting dates. The meetings will be moved to the third Wednesday
129 of the month. This will give the administrative staff time needed to complete reports for the Board packet.

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131 A revised Airport Capital Improvement Plan will be presented at the December meeting.

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133 Executive Director Olson commended Board Member Setlik for all her articles and publications in the Grand
134 Island Independent.

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136 ANNOUNCEMENTS:

- 137 a) Next Board meeting – December 11, 2019.
138 b) Board Appreciation Breakfast will be held prior to the December 11th meeting.

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140 EXECUTIVE SESSION:

141 *Motion by Setlik, second by Werner to go into Executive Session to discuss airline, lease, personnel, and*
142 *litigation negotiations. Upon roll call vote, motion was approved with 5 Yes Votes: Werner, Setlik, Quandt,*
143 *Cook, O'Neill, Board went into Executive Session 8:45 a.m.*

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145 *Motion by O'Neill, second Setlik to come out of Executive Session with no decisions being made and*
146 *reconvene to Regular Session. Upon roll call vote, motion was approved with 4 Yes Votes: Setlik, Quandt,*
147 *Cook, O'Neill, Board came out of Executive Session and into Regular Session at 9:43 a.m.*

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149 ADJOURNMENT:
150 Meeting was adjourned at 9:44 a.m.

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152 HALL COUNTY AIRPORT AUTHORITY

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156 Debra Potratz | Office Manager

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160 Brian Quandt | Board Chair

_____ Michelle Setlik | Board Secretary/Treasurer

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162 (SIGNATURES ON FILE)