



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | August 16, 2023

Pursuant to due call and notice thereof, the 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 August 16, 2023. Notice of Meeting was given in the *Grand Island Independent* on August 9, 2023. Board Chair O'Neill called the meeting to order at 8:00 a.m. and announced location of the Nebraska Open Meetings Act for public viewing.

REVIEW OF AGENDA.

PUBLIC COMMENT REQUESTS: None.

PLEDGE OF ALLEGIANCE: Recited in unison.

AIRPORT AUTHORITY BOARD MEMBER(S) PRESENT: Chair Ryan O'Neill, Vice-Chair Lynne Werner, Secretary/Treasurer Tim Victor, Brian Quandt.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Joe Cook.

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Accounting Manager Debbie Hand, Office Manager Debra Potratz, Facility Manager Ron Griggs, Accounting Assistant Katrina Timmerman.

LEGAL COUNSEL PRESENT: Attorney Ron Depue.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from Regular Meeting on July 21, 2023.
- RESOLUTION 23-55: Payment of Claims 3948-3960.

Motion by Werner, second by Quandt to approve the Consent Agenda. Upon roll call vote, motion was adopted with 4 Aye votes: Werner, O'Neill, Victor, Quandt.

DISCUSSION AND ACTION AGENDA:

Financial Report: By Accounting Manager Hand.

Budget Narrative Ending July, 2023 1st Month of 4th Qtr : 83.33%	Current Amount July	YTD Amount Oct 22 - Sep 23	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	\$162,863.35	\$1,674,227.00	\$2,016,551.00	83.02%	\$342,324.00
Operating Expenses	\$240,155.59	\$2,561,609.60	\$3,235,514.00	79.17%	\$673,904.40
Total Operating Income/(Loss)	(\$77,292.24)	(\$887,382.60)	(\$1,218,963.00)	72.80%	(\$331,580.40)
Tax Levy - Bond	\$18,774.40	\$1,027,851.95	\$1,421,569.00	72.30%	\$393,717.05
Tax Levy - General	\$3,162.00	\$197,892.94	\$246,733.00	80.21%	\$48,840.06
Tax Levy - General Fund Designated for Air Service Development	\$4,073.92	\$198,640.82	\$300,000.00	66.21%	\$101,359.18
Net Income/(Loss)	(\$104,896.94)	(\$203,630.92)	(\$529,733.00)	38.44%	(\$326,102.08)

GRI Air Traffic Operations Report: Presented by Executive Director Olson. Tower Manager Skylar Moore has resigned and no replacement has been named.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
July 2023	116	148	607	68	939	204	30	234	1,173
July 2022	29	292	517	33	871	144	28	172	1,043
%Change	300%	-49%	17%	106%	8%	42%	7%	36%	12%

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Enplanement Report: Presented by Executive Director Olson. Effective August 17th, Allegiant's LAS and AZA flights with both be on a Thursday/Sunday schedule.

	Allegiant	No. of Flights LAS	No. of Flights IWA	No. of Total Flights	No. of Canceled Flights	Load Factor	American	No. of Flights	No. of Canceled Flights	Load Factor	Charters	No. of Flights	No. of Canceled Flights	Total Monthly Enplanements	Yr to Date
July 2023	2,843	9	9	18	0	93%	2,799	61	2	72%	132	1	0	5,774	38,295
July 2022	2,844	9	9	18		95%	2,362	62		76%	94	1		5,300	35,746
+/- %	0%	0%	0%	0%		-2%	19%	-2%		-6%				9%	7%

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ACTIVITY REPORTS:

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Operations Report: Presented by Office Manager Potratz.

Completed 46 work orders.

Painted stalls and handicap spaces in new covered parking lot.

Installed bird deterrent system in new covered parking lot.

Installed new signage for covered parking lot.

Completed FAA Part 139 inspection on 7/17/23.

Grinding and repainting Runway 31 threshold, numbers, and touchdown markings per FAA inspection.

Grinding and repaint lead-in line 17/35 at Delta per FAA inspection.

Removed and poisoned trees along Dirtworx's west fence.

Upgraded to new APP 139 software.

Mowing all areas as needed.

Carried out weekly security checks as required.

Monthly ARFF and FAA training completed.

Weekly and monthly Inspections completed.

Monthly and quarterly maintenance performed on all equipment.

Numerous other daily projects and repairs completed and scheduled.

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Executive Director Olson spoke on the FAA inspection. The discrepancies noted were minor and Operations is in the process of correcting. The FAA inspector commented our airfield is ranked in the top tier for airports in the central region. Operations Manager Harris has done a great job maintaining the airside and preparing for the inspection.

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Facility Report: Presented by Facility Manager Griggs.

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- 1) Staffing assessments -work in progress. We are in the process of filling a couple openings.
- 2) Building assessments-work in progress.
- 3) Continue to mow and trim, pulling weeds, spraying weeds.
- 4) Bush and hedge trimming scheduled.
- 5) Jet Bridge inspection scheduled.
- 6) Working on installing a surge protection system in the Passenger Terminal and ARFF Facility.
- 7) Utilizing the new App 139 software to input work orders and preventative maintenance schedules.
- 8) Staffing Exit Door during commercial flights. This takes a significant amount of time from performing facility maintenance duties.
- 9) Preparing to receive bid to repair Gro-Rite warehouse concrete.
- 10) Preparing bids for roof repairs, Clean Community, Adventure Bus, and Cornerstone.
- 11) Work on daily incoming work orders.

86 Executive Director Olson has noticed a notable improvement in beautifying the campus.

87 Project Report: Presented by Executive Director Olson.
88 **AIP-050/BIL-051 - Airfield Lighting & NAVAID Upgrades**
89 Watts Electric Pressing Supplier (ADB Safegate) Regarding Final Equipment Delivery Dates.
90 Benesch/HCAA/Watts Electric Had Meeting Yesterday to Discuss Start Date and Equipment Deliveries.
91 Target Is To Start on Phase 6 Early October During RW 17/35 Shutdown for FAA RSA Sterilization Project.
92 Will Install New Light Bases While Runway Shutdown.
93 Project Work Will Be Completed in 2023 and 2024 Construction Seasons, With Winter Shutdown.

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95 **Beacon** – The tip down beacon will be installed in the Spring of 2024.

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97 **Locally Funded – Parking Lot Improvements (Canopies, Concrete Median Upgrades)**
98 Work Is Substantially Complete. Final Inspection Completed 7/31/2023. Minor Punchlist Work.
99 City Issued Occupancy Permit for Covered Parking on 8/7/2023 and lot opened 8/11/23.
100 Benesch Wrapping Up Final Paperwork (Progress Estimates, As-Builts, Etc.)
101 Executive Director Olson stated the canopies were a great investment as the machines are covered and
102 protected from the sun which should prolong the life of the machines.

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104 **Locally Funded – Miscellaneous Landside Concrete Paving Upgrades**
105 HCAA Board to Review/Approve The Benesch Design/Bidding Agreement Today.
106 Design Will Be Completed This Fall/Winter.
107 Bid Project In Winter.
108 Assuming Good Bids, Start Work Next Spring/Summer.

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110 **Federally Funded (AIP-0XX) – Snow Removal Equipment (SRE) Facility**
111 Benesch/Davis Design/HCAA Had Initial Coordination Meeting (7/20/2023).
112 Davis Design Worked Up Rough Building Layout Sketch. Cost of project is estimated at \$5 million.
113 Next Step Is To Get FAA (Josh Peters – FAA Planner) To Make A Final Determination On Eligibility of
114 Building Spaces.
115 Will Have \$3.4M Banked (Thru FY'24) in BIL and AIP. Or Will Have \$5.4 Banked (Thru FY'25) in BIL and
116 AIP.
117 Project Funding Approach Will Be Either: FY'24 Engineering and Construction Combined (Assuming
118 \$3.15M In Fischer Money Available) or FY'24 Engineering Only and then FY'25 Construction Only Grants.

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120 Sewer Project: Project is completed.

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122 Executive Director Olson reported the new PARCS machines have been operating well with minimal help
123 calls received.

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125 Tenant Update: None.

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127 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 23-56: AUTHORIZATION TO TRANSACT**
128 **BUSINESS WITH BRUNING BANK.**

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130 *Motion by Quandt, second by Werner, the Hall County Airport Authority Board has determined that it is in*
131 *the best interest of the Authority to establish a business banking relationship with Bruning Bank located at*
132 *3032 W Stolley Park Rd, Grand Island, NE 68801. The Authority Board authorizes Closing Accounts at First*
133 *Interstate Bank, 700 N. Webb Rd., Grand Island, NE 68803, and using said funds to Open Accounts at*
134 *Bruning Bank. The following business accounts will remain the same: Equitable Federal Savings Bank, 113-*
135 *115 N. Locust St., Grand Island, NE and Heritage Bank, 1333 N. Webb Rd., Grand Island, NE. Authorized*
136 *signatories are as adopted in Resolution 23-26 on May 17, 2023: Authority Board Chair Ryan J. O'Neill, and*
137 *Secretary/Treasurer Timothy R. Victor, and staff Executive Director Michael J. Olson, and Accounting*
138 *Manager Debora S. Hand. Upon roll call vote, motion was adopted with 4 Aye votes: Werner, O'Neill, Victor,*
139 *Quandt.*

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141 Location President for Bruning Bank in Grand Island, Dave Richardson stated they were blessed to have
142 some strong financial and banking services providers in our community and state, and humbled and honored
143 to be considered. Through the course of our conversations, we identified some things with funds availability

144 and other opportunities which are important in today's interest rate market that will be beneficial for the Airport
145 Authority. It's about relationships, as we are the new bank in town. Mr. Richardson introduced Vice
146 Presidents Phil Wieck and Bill McClellan, and together, have about 80 years of banking experience. Our
147 products and services are top notch and honored to be considered.

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149 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 23-57: CONSULTING SERVICE AGREEMENT**
150 **WITH ALFRED BENESCH & COMPANY FOR DESIGN (CIVIL & BIDDING) SERVICES FOR GRI**
151 **LANDSIDE PAVING IMPROVEMENTS.**

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153 *Motion by Victor, second by Quandt authorizing the Executive Director to execute the Consulting Service*
154 *Agreement with Alfred Benesch & Company for Design (Civil & Bidding) Services for GRI Landside Paving*
155 *Improvements for Building 700 (Adventure Bus), Building 114 (GA Terminal), additional parking, Building 116*
156 *(Trego-Dugan Aviation), and Metro Lane. The fee for this locally funded service is not to exceed \$111,292,*
157 *and is to be completed by end of November of 2023. Upon roll call vote, motion was adopted with 4 Aye votes:*
158 *Werner, O'Neill, Victor, Quandt.*

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160 Executive Director Olson noted the bid would go out in December of 2023, award in January of 2024 and
161 project would start in the Spring of 2024.

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163 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 23-58: AUTHORIZATION TO ACCEPT QUOTE**
164 **FROM PRIME SECURED INC., FROM ELKHORN NE, FOR CONVERSION OF CURRENT DSX**
165 **SECURITY ACCESS SYSTEM TO A GENETEC ACCESS CONTROL SYSTEM.**

166
167 *Motion by Quandt, second by Victor, Authorization to accept quote from Prime Secured Inc., from Elkhorn*
168 *NE, for Conversion of current DSX Security Access System to a Genetec Access Control System, in the*
169 *amount of \$72,855.90. Prime Secured will remove and replace eight (8) DSX panels with Genetec panels,*
170 *and utilize current door hardware, readers and cabling. This system will connect to the Authority's current*
171 *Genetec Security Center number, with an upgrade to Synergis Professional Package software. The current*
172 *DSX security system software is outdated and lacks operative update and upgrade options. Upon roll call*
173 *vote, motion was adopted with 4 Aye votes: Werner, O'Neill, Victor, Quandt.*

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175 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 23-59: PURCHASE OF A KUBOTA TRACTOR**
176 **FROM GRAND KUBOTA.**

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178 *Motion by Victor, second by Werner authorizing the purchase of a Kubota Tractor, Model M7 – 152D, from*
179 *Grand Kubota located at 4625 East Highway 30, Grand Island, NE 68801 (Contract No. 040319-KBD) for*
180 *\$150,777.72. The Equipment was referenced through Sourcwell, a Cooperative Purchasing Program that*
181 *manages the solicitation requirements and offers easy access to an established network of awarded*
182 *contracts.*

183 *Below is a list of tractors that were evaluated:*

184 Grand Kubota	Mfg. Kubota	Model M7-152D	\$150,777.72
185 Titan Machinery	Mfg. Case IH	Model Magnum 150	\$156,039.16
186 AKRS	Mfg. John Deere	Model 6140-M	\$181,645.00

187 *Upon roll call vote, motion was adopted with 4 Aye votes: Werner, O'Neill, Victor, Quandt.*

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189 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 23-60: PURCHASE OF A JCB COMPACT**
190 **LOADER FROM KEARNEY JCB.**

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192 *Motion by Victor, second by Werner authorizing the purchase of a JCB Compact Loader, Model 407 AG T4,*
193 *from Kearney JCB, 6020 N 2nd Ave. West, Kearney NE 68847 (Contract No. 0202223-JCB), for \$79,505.39.*
194 *The Equipment was referenced through Sourcwell, a Cooperative Purchasing Program that manages the*
195 *solicitation requirements and offers easy access to an established network of awarded contracts.*

196 *Below is a list of loaders that were evaluated:*

197 Kearney JCB	Mfg. JCB	Model 407 AG T4	\$79,505.39
198 Grand Kubota	Mfg. Kubota	Model R640	\$86,218.06
199 Titan Machinery	Mfg. Case	Model 221F	\$92,120.79

200 *Upon roll call vote, motion was adopted with 3 Aye votes: Werner, O'Neill, Victor with 1 Abstain: Quandt.*

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202 EXECUTIVE DIRECTOR REPORT: Executive Director Olson.
203 a) Legislative Update. Congress is on August recess and expects the government to run a
204 continuing resolution for several months.
205 b) Presented Budget to the Hall County Board of Commissioners on July 20, 2023. Board President
206 O’Neill and Board Member Cook were in attendance. We have not received a decision from the
207 county.
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209 ANNOUNCEMENTS:
210 a) Budget Hearing and Regular Board Meeting on September 20, 2023.
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212 EXECUTIVE SESSION:
213 *Motion Victor, second by Quandt to go into Executive Session at 8:47 a.m. to discuss airline, lease, personnel*
214 *negotiations. and contract negotiations. Upon roll call vote, motion was adopted with 4 Aye votes: Werner,*
215 *O’Neill, Victor, Quandt.*
216
217 *Motion by Victor, second by Werner to come out of Executive Session with no decisions being made and*
218 *reconvene to Regular Session at 10:37 a.m. Upon roll call vote, motion was adopted with 4 Yes votes:*
219 *Werner, O’Neill, Victor, Quandt.*
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221 ADJOURNMENT: Meeting was adjourned at 10:38 a.m.
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223 HALL COUNTY AIRPORT AUTHORITY
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227 Debra Potratz | Office Manager
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231 Ryan O’Neill | Board Chair
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233 Tim Victor | Board Secretary/Treasurer
(SIGNATURES ON FILE)