



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | August 18, 2021

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 18, 2021. Notice of Meeting was given in the *Grand Island Independent* on August 11, 2021. Board Vice-Chair Werner 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.

PUBLIC COMMENT REQUESTS: Jerry Janulewicz, City Administrator, and John Collins City Public Works Director, 100 East First Street, Grand Island, NE, requested time to speak on Item No. 8, Resolution 21-43, Interlocal Agreement.

PLEDGE OF ALLEGIANCE: Was said in unison.

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

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Chair Brian Quandt, Joe Cook.

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.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting held July 15, 2021
- RESOLUTION 21-42: Claims 3653-3661

Motion by O'Neill, second by Victor to approve the Consent Agenda. Upon roll call vote, motion was approved with 3 Yes votes: O'Neill, Werner, Victor.

DISCUSSION AND ACTION AGENDA:

Financial Report: Presented by Accounting Manager Debbie Hand.

Budget Narrative Ending July, 2021 1st Month of 4th Qtr.: 83.33%	Current Amount July	YTD Amount Oct 20 - Sep 21	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	\$143,272.59	\$1,308,211.58	\$1,525,660.00	85.75%	\$217,448.42
Operating Expenses	\$169,585.99	\$1,883,915.63	\$2,235,274.00	84.28%	\$351,358.37
Total Operating Income/(Loss)	(\$26,313.40)	(\$575,704.05)	(\$709,614.00)	81.13%	(\$133,909.95)
Tax Levy - Bond	\$14,306.69	\$856,109.51	\$1,176,471.00	72.77%	\$320,361.49
Tax Levy - General	\$1,978.14	\$148,407.12	\$217,322.00	68.29%	\$68,914.88
Tax Levy - General Fund Designated for Air Service Development	\$4,312.74	\$228,024.88	\$300,000.00	76.01%	\$71,975.12
Net Income/(Loss)	\$15,640.11	(\$139,810.10)	(\$1,786,119.00)	7.83%	(\$1,546,308.90)

ACTIVITY REPORTS:

GRI Air Traffic Operations Report: By Executive Director Olson.

Air traffic stats are only reported during tower hours of 7 a.m. to 8 p.m.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
July 2021	6	283	828	53	1,170	376	40	416	1,586
July 2020	36	281	742	116	1,175	472	72	544	1,719
% Change	-83%	1%	12%	-54%	0%	-20%	-44%	-24%	-8%

Enplanement Report: Presented by Executive Director Olson.

	Allegiant	No. of Flights LAS/IWA	Load Factor	American	No. of Flights	Load Factor	Charters	No. of Flights	Monthly Enplanements	Yr to Date
Jul 2021	2,528	17 8 9	89%	2,338	61	77%	144	1	5,010	30,879
Jul 2020	1,476	18 9 9	49%	1,638	50	68%	0	0	3,114	19,789
+/- %	71%	-6%	82%	43%	22%	14%	100%	100%	61%	56%

Operations Report: Presented by Operations Manager Doug Brown.

Mowing. Concrete repairs on runways. FAA Part 139 Inspection last week, only minor discrepancies. Inspector noted "Best Little Airport" he has Inspected, super clean, and paperwork was excellent thanks to Carole. John Deere Tractor Mower – new gear box. Rescue #2, foam pump repairs. Kodiak Broom, Roadbuilder's went through and installed new parts and cleaned system. Replaced air to ground controller for airfield lighting. Removed old weather station in the safety area of runway 17-35. Filled ruts in all areas of runway/taxiways and ramp. Osh-Kosh Plow took hydraulic cylinders off and took to hydraulic shop for repairs. Installed new regulator in vault to service runway 13-31 lights. All painting complete on airside. Annual beacon maintenance – complete. Myself and Carole turned in the new ASP to TSA, working on Training PPT's. Monthly and quarterly maintenance performed on all equipment. Numerous other daily projects and repairs completed and scheduled.

Facility Report: Presented by Facility Manager Steve Magnuson.

Installed additional signs in parking lot to "Keep tickets out of sun". Problems with HVAC control computer; had to have program re-installed by Control Logics. They recommend replacing computer and getting the latest version of WebCTRL software. It has been ordered. Building 2 Hangar 2A tower roof badly damaged in wind storm. Roof is 25 years old. Repaired and ordered both tower roofs replaced with rubber roofing. Also removed obsolete antenna that had come loose and dangling from the side of the building. Roof repairs on NE mushroom, Hertz/Thrifty carwash. Air conditioner repaired at terminal main telecom room. Lost ticket rate changed for both parking lots. Sprayed trees in front of terminal for Japanese beetles. Sprayed weeds admin offices and both parking lots. Fiber optic cable installed from Sky Park Rd in to terminal for American. Grading projects ordered on three buildings in industrial park. Further investigated issue of ramp and parking lot lights. Discovered that lights were coming on when wall switches inside the building were turned on. Downloaded the program contents and sent to tech support in Minneapolis, corrected and resolved. Monthly maintenance and daily operation check on jet bridge. Mowing is ongoing. Conduct bi weekly parking lot surveys. Provide exit door security on all departing commercial flights. Maintain a clean, safe and functional terminal building.

Project Reports: Benesch Project Update presented Andy Beil.

AIP-040 – SRE Broom/Blower Acquisition

Wausau is still fixing and conducting quality control checks on the vehicle. Delivery deadline is scheduled for Sep. 30, 2021.

3-Year Extended Warranty (starting from vehicle return).

AIP-043 – Wildlife Fence

Contractor: Elkhorn Fence (from Valley, NE).

Substantial completion was issued on Apr. 30, 2021.

Remaining Work: Seed/mulch (in Sept.).

Benesch will expedite closeout directly following fall seeding efforts.

CARES Act Grant 044– SRE Broom Acquisition

Benesch letter of recommendation to reject/rebid is on agenda.

Added new regen requirements in rebid.

Rebid opening is Tues. Aug. 24th at 10 am.

Expecting two bids: M-B and Kodiak.

CARES Act Grant 044– SRE Rotary Plow/Blower Acquisition

Bids opened Thur. Jul. 29, 2021.

Issued Addendum to add regen requirements to specs prior to bid opening

5 bids were received: Larue, Kodiak, M-B, Wausau, McQueen/Oshkosh.

Benesch letter of recommendation in on agenda.

AIP-045 – SRE Plow/Spreader Acquisition

Vendor: M-B.

Pre-con meeting completed on Tues. Jul. 13, 2021. NTP issued on Tues. Jul. 13, 2021.

Allotted Contract Time: 300 Calendar Days (May 10., 2022) M-B may have issues getting chassis to supply chain issues. Liquidated Damage rate is \$250/day. A change order to extend delivery timeline.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-43: INTERLOCAL AGREEMENT FOR INFRASTRUCTURE REHABILITATION AND TRANSFER OF OWNERSHIP BY AND AMONG HALL COUNTY AIRPORT AUTHORITY, COUNTY OF HALL, AND CITY OF GRAND ISLAND.

City Administrator Jerry Janulewicz stated this was a topic of discussion when he started with the city five years ago. At that time, they looked at various options of how to pay for the project, but funding solutions did not materialize. The American Rescue Plan Act funds received earlier this year could be used to finance this project. On Tuesday, August 24th at 1 p.m., the Hall County Commissioners will take action on the agreement and the city of Grand Island council will take action at 7 p.m.

Public Works Director John Collins said the airport sewer system has been categorized a Grade F for theoretical failure which means the risk of a catastrophic failure is higher than acceptable. It could run for 10 years, or tomorrow we could have a port-a-potty scenario. A bid package is ready for release pending approval of this interlocal agreement.

Executive Director Olson stated due to system's poor condition, the airport's sanitary sewer bills have been extremely high over the past year. It's not because there is a lot of sewage going through it, but because there are so many leaks that the ground water is seeping into the system.

Motion by O'Neill, second by Victor, Authorizing the Board Chair to execute the Interlocal Agreement for Infrastructure Rehabilitation and Transfer of Ownership by and among Hall County Airport Authority, County of Hall, and City of Grand Island. The Authority operates and maintains approximately 15,000 linear feet of 8-inch gravity sanitary sewer infrastructure, two pump stations, 5,800 linear feet of 6-inch Asbestos-Cement force main, 4,100 linear feet of 8-inch cast iron force main and approximately 64 manholes. The existing system is owned by County and is located generally on land owned by County and under the jurisdiction and control of Authority. The majority of existing system has been televised by City's collection crew in fall of 2015, and shows the majority of existing system is in poor or failing condition. The Authority and County wish to discontinue ownership and maintenance of the existing system. This sanitary sewer project qualifies as a Clean Water State Revolving Fund (CWSRF) project and meets the eligible program requirements for use of American Rescue Plan Act/State and Local Fiscal Recovery Funds per the Nebraska Department of Energy and Environment. This Agreement, County, City, and Authority desire to provide for construction and financing of a replacement sanitary sewer system which shall, upon completion, be thereafter owned and operated by City. The County shall reimburse City for 50% of all Project costs less 50% of Project costs paid by Authority to City. The Authority shall be responsible for payment of Project costs and expenses to the City in the amount of \$500,000. City will endeavor to complete the construction of the Project by December 1, 2023. Upon roll call vote, motion was approved with 3 Yes votes: O'Neill, Werner, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-44: ENGAGEMENT LETTER OF AGREEMENT WITH LUTZ & COMPANY, P.C. FOR FISCAL YEAR SEPTEMBER 30, 2021 AND 2020 AUDIT.

Motion by O'Neill, second by Victor authorizing the Board Chair to execute the Engagement Letter of Agreement with Lutz & Company P.C. for the Fiscal Year September 30, 2021 and 2020 Audit. Audit fees are \$13,000 for the Financial Audit, \$5,000 for the Single Audit, and \$2,500 for the Passenger Facility Charge (PFC) Audit, for a total of \$20,500. Upon roll call vote, motion was approved with 3 Yes votes: O'Neill, Werner, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-45: REJECT ALL BIDS FOR CARES ACT GRANT NO. 3-31-0034-044 FOR ACQUISITION OF SNOW REMOVAL EQUIPMENT (SRE) CARRIER VEHICLE AND SNOW BROOM.

Andy Beil from Benesch provided an overview of their recommendation to reject bids and to rebid project to include engine regeneration cycle specifications. The opening for the rebid is August 24th at 10 a.m.

Motion by O'Neill, second by Victor authorizing the Executive Director to Reject all Bids for CARES Act Grant No. 3-31-0034-044-2020 for Acquisition of Snow Removal Equipment (SRE) Carrier Vehicle and Snow Broom. On June 10, 2021 four bids were received for the project:

Contractor	J.A. Larue, Inc	Kodiak America LLC	M-B Companies, Inc	MacQueen Equipment Group (Oshkosh)
Total Base Bid	\$579,948	\$568,000	\$579,039	\$629,478
Add 1A	\$17,000	\$35,000	\$39,306	\$22,500
TOTAL	\$596,948	\$603,000	\$618,345	\$651,978

Alfred Benesch & Company reviewed Bids and Recommends that the Hall County Airport Authority Reject all Bids and Rebid Project to Add the Technical Specifications for Engine Regeneration Cycles. Upon roll call vote, motion was approved with 3 Yes votes: O'Neill, Werner, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-46: AWARD BID FOR CARES ACT GRANT NO. 3-31-0034-044 FOR ACQUISITION OF SNOW REMOVAL EQUIPMENT (SRE) CARRIER VEHICLE WITH ROTARY PLOW TO M-B COMPANIES, INC. FROM CHILTON, WI.

Andy Beil from Benesch provided an overview of the review of bids. Larue was disqualified due to they did not meet the made in America requirement, and Kodiak did not follow bid submittal specifications and had numerous irregularities. M-B was next in line for the lowest bid amount and was considered a responsive and responsible bidder.

Motion by O'Neill, second by Victor authorizing the Executive Director to award Bid for CARES Act Grant No. 3-31-0034-044-2020 for Acquisition of Snow Removal Equipment (SRE) Carrier Vehicle with Rotary Plow to M-B Companies, Inc. from Chilton, WI in the amount of \$651,893.

On July 29, 2021 five bids were received for the project:

Contractor	J.A. Larue, Inc	Kodiak America LLC	M-B Companies, Inc	Wausau Equipment Co. Inc	MacQueen Equipment Group (Oshkosh)
Total Base Bid	\$523,955	\$560,000	\$612,473	\$614,000	\$860,824
Option 1A	\$15,000	\$18,000	\$39,420	\$50,912	\$22,500
TOTAL	\$538,955	\$578,000	\$651,893	\$664,912	\$883,324

Alfred Benesch & Company reviewed bids and recommends that the Hall County Airport Authority award the Total Base Bid and Option 1A in the amount of \$651,893 to M-B Companies, Inc. Manufacturing is to commence in 2021, after an FAA grant offer and contracts with the vendor are in place. Award is contingent upon FAA's concurrence in utilization of Federal funding assistance under the CARES Act Grant No. 3-31-0034-044-2020. Upon roll call vote, motion was approved with 3 Yes votes: O'Neill, Werner, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-47: AUTHORIZING THE HALL COUNTY AIRPORT AUTHORITY EXECUTIVE DIRECTOR, BOARD CHAIR AND AIRPORT ATTORNEY TO APPLY FOR AND ACCEPT FEDERAL FUNDING FROM THE DEPARTMENT OF TRANSPORTATION/FEDERAL AVIATION ADMINISTRATION FOR GRI (CENTRAL NEBRASKA REGIONAL) UNDER THE AMERICAN RESCUE PLAN ACT OF 2021.

Motion by O'Neill, second by Victor authorizing the Hall County Airport Authority's Executive Director in consultation with Brian Quandt, board chair, and Ronald Depue, board attorney, to Apply for and Accept Federal Funding from the Department of Transportation/Federal Aviation Administration for GRI (Central Nebraska Regional) under the American Rescue Plan Act of 2021. The grant is for \$1,347,515 and is to be used for operational and maintenance expenses. Upon roll call vote, motion was approved with 3 Yes votes: O'Neill, Werner, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.

Legislative: The Senate passes a five-year \$1.2 trillion Bipartisan Infrastructure Bill (BIB) that includes \$550 billion in new spending and \$25 billion for aviation. Senate will send measure to the House.

ANNOUNCEMENTS:

- a) On Tuesday, August 24th, the Board Members are encouraged to attend the Hall County Board of Commissioners Meeting at 9 am, and Grand Island City Council meeting at 7 pm, as the Interlocal Agreement Between the Authority, City and County for Infrastructure Rehabilitation of Sanitary Services will be on the agenda for approval.
- b) Next Board meeting is Friday, September 17, 2021 following the Budget Hearing.
- c) Airport Attorney Depue noted he would not be able to attend the board meeting on October 20, 2021.

EXECUTIVE SESSION:

Motion by Victor, second by O'Neill to go into Executive Session at 9:18 a.m. to discuss airline, lease, contract negotiations and personnel negotiations. Upon roll call vote, motion was approved with 3 Yes Votes: O'Neill, Werner, Victor.

Motion by Victor, second by O'Neill to come out of Executive Session with no decisions being made and reconvene to Regular Session at 9:58 a.m. Upon roll call vote, motion was approved with 3 Yes Votes: O'Neill, Werner, Victor.

ADJOURNMENT:

Meeting was adjourned at 10:00 a.m.

HALL COUNTY AIRPORT AUTHORITY

Debra Potratz | Office Manager

Brian Quandt | Board Chair

Ryan O'Neill | Board Secretary/Treasurer

(SIGNATURES ON FILE)