HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | September 17, 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 September 17 2021. Notice of Meeting was given in the *Grand Island Independent* on September 10, 2021. Board Chair Quandt called the meeting to order at 8:10 a.m. and announced location of the Nebraska Open Meeting Act for public viewing.

REVIEW OF AGENDA.

PUBLIC COMMENT REQUESTS: None.

PLEDGE OF ALLEGIANCE: Was said in unison.

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

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: None.

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Accounting Manager Debbie Hand, Office Manager Debra Potratz, Maintenance Supervisor Wes Harris.

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting held August 18, 2021
- RESOLUTION 21-48: Claims 3662-3671

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

DISCUSSION AND ACTION AGENDA:

Financial Report: Presented by Accounting Manager Debbie Hand.

Budget Narrative Ending Aug 2021 2nd Month of 4th Qtr.: 91.67%	Current Amount August	YTD Amount Oct 20 - Sep 21	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	$113,297.79	$1,421,509.37	$1,525,660.00	93.17%	$104,150.63
Operating Expenses	$213,204.88	$2,097,120.51	$2,235,274.00	93.82%	$138,153.49
Total Operating Income/(Loss)	($99,907.09)	($675,611.14)	($709,614.00)	95.21%	($34,002.86)
Tax Levy - Bond	$17,239.82	$873,349.22	$1,176,471.00	74.23%	$303,121.78
Tax Levy - General	$1,833.15	$150,240.27	$217,322.00	69.13%	$67,081.73
Tax Levy - General Fund Designated for Air Service Development	$5,746.53	$233,771.41	$300,000.00	77.92%	$66,228.59
Net Income/(Loss)	($70,065.90)	($209,876.00)	($1,786,119.00)	11.75%	($1,476,243.00)

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.

	Itinerant Operations					Local Operations			
GRI	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	Overall Total TRF
Aug 2021	21	265	617	75	978	338	34	372	1,350
Aug 2020	32	247	702	157	1,138	446	154	600	1,738
% Change	-34%	7%	-12%	-52%	-14%	-24%	-78%	-38%	-22%

Enplanement Report: Presented by Executive Director Olson. Olson reported in August each airline had two cancelled flights.

	Allegiant	No. of Flights LAS|IWA	Load Factor	American	No. of Flights	Load Factor	Charters	No. of Flights	Monthly Enplanements	Year to Date
Aug 2021	1,972	16 7|9	75%	2,160	61	72%	86	1	**4,218**	35,097
Aug 2020	1,332	18 9|9	44%	1,452	49	60%	92	1	**2,876**	22,665
+/- %	48%	-11%	70%	49%	24%	21%	-7%	0%	47%	55%

Operations Report: Presented by Maintenance Supervisor Wes Harris.
Mowing. Hauled dirt debris from around all Airport Leased Buildings and Hangars. Replaced hydraulic hose and rebuilt hydraulic cylinders on Oshkosh Plow. Mowed Detention cells on west side of runway 13-31. Installed submersible pump in loading ramp of Grow-Rite. Repaired roof at Bellwood. Numerous taxiway/ runway sign repairs. Concrete repairs runways. TSA media badge audit. Sprayed weeds fence line. Annual TSA audit performed by TSI Inspectors, no discrepancies. Doug and Carole will be working on total re-write of Airport Security Program (ASP). Monthly and quarterly maintenance performed on all equipment. Numerous other daily projects and repairs completed and scheduled.

Executive Director Olson reported the FAA is working on a project to relocate power services for NAVAIDs to below ground. Both runways will be shut down but they will work around flights. Project should take six weeks to complete.

Facility Report: Presented by Executive Director Olson.

- Grading and re-seeding completed on Buildings 700B, 720, 109, 112, 113 and terminal entrance.
- Control Logics HVAC control computer replaced and updated software installed.
- Building 109 driveway & parking lot concrete replacement underway.
- All parking lot machines are currently operating.
- Terminal ramp and parking lot lights issue has been resolved.
- Monthly maintenance and daily operation inspections on jet bridge completed.
- 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 by Executive Director Olson.
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).

Seed/mulch work now complete.
Benesch working on closeout documents.
Underrun on overall project/grant.

CARES Act Grant 044– SRE Broom Acquisition

Benesch letter of recommendation to award project is on agenda.
New regen requirement was part of rebid spec specifications.
Bid opening was Tues. Aug. 24, 2021.
3 Bids received: JA Larue (low bid), Kodiak (2nd low), and M-B (3rd low).

CARES Act Grant 044– SRE Rotary Plow/Blower Acquisition

Award was approved by HCAA on Aug. 18, 2021.
Waiting for FAA to concur in HCAA award to M-B (per Benesch recommendation).
FAA has informed Benesch that JA Larue still does not meet buy America requirements.
FAA has not commented on rejecting Kodiak's bid due to irregularities in their proposal.

AIP-045 – SRE Plow/Spreader Acquisition

Vendor: M-B.
NTP was issued on Tues. Jul. 13, 2021.
Allotted Contract Time: 300 Calendar Days (May 10., 2022) M-B may have issues getting chassis. Potential change order to extend delivery to allow 400 days. To date, M-B has not submitted justification required to extend calendar days.
Liquidated Damage rate is $250/day.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-49: FINAL APPROVAL OF BUDGET FOR FISCAL YEAR 2021-2022.

Resolution approving the budget for fiscal year 2021-2022, subject to formal adoption of the 2021-2022 budget in accordance with state auditor requirements. Motion by Ryan O'Neill second by Lynne Werner, to adopt Resolution 21-49. Voting Yes: Joe Cook, Lynne Werner, Brian Quandt, Ryan O'Neill, Tim Victor. Voting No: None. Abstained: None. Absent: None. Motion Adopted Dated this 17th day of September 2021.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-50: REJECTION OF THE TERRORISM INSURANCE WITH ACE PROPERTY AND CASUALTY INSURANCE COMPANY.

Motion by O'Neill, second by Cook, authorizing the Board Chair to reject the Terrorism Insurance coverage with Ace Property and Casualty Insurance Company for the policy period of September 13, 2021 through September 13, 2022. The cost of Terrorism Insurance is $1,904. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-51: AWARD BID FOR CARES ACT GRANT NO. 3-31-0034-044 FOR ACQUISITION OF SNOW REMOVAL EQUIPMENT (SRE) CARRIER VEHICLE AND SNOW BROOM TO M-B COMPANIES, INC.

Motion by Cook, second by O'Neill authorizing the Executive Director to Award the Bid for CARES Act Grant No. 3-31-0034-044-2020 for Acquisition of Snow Removal Equipment (SRE) Carrier Vehicle and Snow Broom to M-B Companies, Inc. from Chilton, WI. This project was rebid to add the Technical Specifications for Engine Regeneration Cycles. On August 24, 2021 three Bids were received for this project.

Contractor	*J.A. Larue, Inc*	*Kodiak America LLC*	*M-B Companies, Inc*
Total Base Bid	*$579,948*	*$568,000*	*$579,039*
Add 1A	*$17,000*	*$35,000*	*$39,306*
TOTAL	*$596,948*	*$603,000*	*$618,345*

Alfred Benesch & Company reviewed Bids and recommends that the Hall County Airport Authority formally reject the bid from J.A. Larue Inc. on the basis of Buy American Non-Compliance, reject the bid from Kodiak America LLC on the basis of an irregular bid and formally award the Total Base Bid and Additive Option 1 (Items 1, 1A) in the amount of $618,345.00 to M-B Companies, Inc. for manufacturing to commence in 2021, after an FAA grant offer and contracts with the vendor are in place. Award is contingent upon FAA's concurrence. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-52: LEASE AGREEMENT WITH 3G PIPE AND STEEL, LLC, FOR BUILDING 109.

Motion by O'Neill, second by Victor authorizing the Executive Director to execute the Lease Agreement with 3G Pipe and Steel, LLC, for Building 109 located at 3821 Sky Park Road. Term is for one (1) year commencing October 1, 2021, and terminating September 30, 2022. Rent shall be $1,900/mo. plus $129.50/mo. for initial cost of fire and extended coverage insurance. Tenant also shall pay a $1,900 damage deposit upon execution of this agreement. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.
Legislative: The Federal government will work under a continuing resolution until December 11th. There are several stimulus packages being considered that offer support for airports.

Local: The Interlocal Agreement for Infrastructure Rehabilitation for sanitary service has been approved by all parties. The project bid opening is September 28th - 2:30 p.m. at city hall.

ANNOUNCEMENTS:

a) Next Board meeting is October 20, 2021.

EXECUTIVE SESSION:
Motion by O'Neill, second by Cook to go into Executive Session at 9:53 a.m. to discuss airline, lease, contract negotiations and personnel negotiations. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, 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 10:38 a.m. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

ADJOURNMENT:
Meeting was adjourned at 10:40 a.m.

HALL COUNTY AIRPORT AUTHORITY

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Debra Potratz | Office Manager

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Brian Quandt | Board Chair Ryan O'Neill | Board Secretary/Treasurer

(SIGNATURES ON FILE)