HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | October 20, 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 October 20, 2021. Notice of Meeting was given in the *Grand Island Independent* on October 13, 2021. Board Secretary/Treasurer O'Neill 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: Zach Thompson from Trego-Dugan Aviation of Grand Island, Inc. to speak on 7. f. Tenant Update.

PLEDGE OF ALLEGIANCE: Was said in unison.

AIRPORT AUTHORITY BOARD MEMBER(S) PRESENT: Secretary-Treasurer Ryan O'Neill, Joe Cook, Tim Victor.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Chair Brian Quandt, Vice-Chair Lynne Werner.

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 Public Budget Hearing and Regular Meeting held September 17, 2021
- RESOLUTION 21-53: Claims 3672-3681

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

DISCUSSION AND ACTION AGENDA:

Financial Report: Presented by Accounting Manager Debbie Hand. Lutz accounting firm will be here the first week in November to conduct our annual audit.

Budget Narrative Ending September, 2021 3rd Month of 4th Qtr.: 100.00%	Current Amount September	YTD Amount Oct 20 - Sep 21	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	$115,590.18	$1,537,226.00	$1,525,660.00	100.76%	($11,566.00)
Operating Expenses	$283,173.55	$2,387,441.49	$2,235,274.00	106.81%	($152,167.49)
Total Operating Income/(Loss)	($167,583.37)	($850,215.49)	($709,614.00)	119.81%	$140,601.49
Tax Levy - Bond	$316,961.57	$1,190,310.90	$1,176,471.00	101.18%	($13,839.90)
Tax Levy - General	$73,144.86	$223,385.13	$217,322.00	102.79%	($6,063.13)
Tax Levy - General Fund Designated for Air Service Development	$66,228.59	$300,000.00	$300,000.00	100.00%	$0.00
Net Income/(Loss)	$278,401.24	$61,540.68	($1,786,119.00)	-3.45%	($1,747,659.68)

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
Sep 2021	26	281	611	84	1,002	236	48	284	1,286
Sep 2020	20	271	574	117	982	464	84	548	1,530
% Change	30%	4%	6%	-28%	2%	-49%	-43%	-48%	-16%

Enplanement Report: Presented by Executive Director Olson. Olson reported in December Allegiant added six additional flights, four to LAS and two to AZA.

	Allegiant	**No. of Flights LAS|IWA**	**Load Factor**	**American**	**No. of Flights**	**Load Factor**	**Charters**	**No. of Flights**	**Monthly Enplanements**	**Year to Date**
Sep 2021	2,053	16 8|8	75%	2,406	60	80%	53	1	**4,512**	39,609
Sep 2020	1,450	16 8|8	54%	1,428	56	56%	50	1	**2,928**	25,593
+/- %	42%	0%	39%	68%	7%	43%	6%	0%	54%	55%

Operations Report: Presented by Operations Manager Doug Brown.

- Finished Mowing
- Sprayed weed on new fence line, remove trees on fence-line and ditches
- Assisted Construction Companies on with FAA Modifications on 13-31
- Fixed drive shaft on John Deere Bat-wing Mower
- Completed personnel Evaluations
- Concrete repairs to runways, 75% complete
- Received 4 new LED taxiway signs, ready to install
- Worked on gate 4 loop opener
- Maintenance on Snow Equipment getting ready for season
- Hyd Repairs to the Osh Kosh Plow
- Myself and Carole are working on UAS SOP for the AEP
- Carole completed an inventory of all security badges
- Completed Snow Committee and Annual snow meeting for all tenants
- 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.

- Control Logics HVAC control computer was replaced and updated software installed
- Building 109 driveway & parking lot concrete replacement complete
- Removed bushes from monument sign and replaced with boulders
- Winter fertilizer applied to admin office and terminal lawns
- Sprinklers turned off and blown down
- HVAC filters replaced in terminal
- Damaged AC unit replaced for Building 112
- Monthly maintenance and daily operation inspections on jet bridge completed
- Mowing is on-going
- 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 Still Fixing/Q.C.'ing the Vehicle. Mid October Delivery Deadline (Extended From Prev. Sept. 30 Deadline).
- 3-Year Extended Warranty (Starting From Vehicle Return)

AIP-043 – Wildlife Fence
- Construction Work Is All Done.
- Benesch Now Working On Closeout Documents.
- Overall Project/Grant $ Underrun.

CARES Act Grant 044 – SRE Broom Acquisition & SRE Rotary Plow (Blower) Acquisition
- FAA Has Concurred in Award to M-B on Both Projects.
- FAA Provided Guidance That The SRE Costs Can Be Claimed As O&M Costs Under Original CARES Act Grant (No Grant Application Or Grant Offer Required).
- Benesch Has Obtained Partially Executed Contracts From M-B on Both Projects. Processing Now For Full Execution by HCAA.

AIP-045 – SRE Plow/Spreader Acquisition
- Vendor: M-B
- NTP Was Issued on Tuesday, July 13, 2021.
- Allotted Contract Time: 300 Calendar Day (May 10, 2022 Delivery). M-B May Have Issues Getting Chassis (C.O. to Allow 400 Days??). To Date, M-B Has Not Submitted Justification Required to Extend Calendar Days.
- L.D. Rate is $250/Day.

Tenant Update: Zach Thompson from Trego-Dugan Aviation of Grand Island reported operations are steady. The maintenance and avionics shops are booked through December, and the GSE refurbishing equipment shop has hauled semi loads of equipment in and out around the clock. TDA went live in Spokane, WA with Amazon air cargo operations. TDA Department of Defense contracts qualify as a government contractor so Vince Dugan has been working on the COVID immunization requirements by December 8th. Longtime employee Nate Omel has been promoted to FBO Manager and TDA is almost completely staffed.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-54: AMENDMENT NO. 1 TO CONSULTANT AGREEMENT WITH ALFRED BENESCH & COMPANY FOR RE-BID FEES FOR CARES ACT GRANT NO. 3-31-0034-044-2020 FOR SNOW REMOVAL EQUIPMENT BROOM ACQUISITION.

Motion by Victor, second by Cook, authorizing the Executive Director to execute Amendment No. 1 to Consultant Agreement with Alfred Benesch & Company for Re-Bid Fees for CARES Act Grant No. 3-31-0034-044-2020 for Snow Removal Equipment Broom Acquisition in the amount of $8,377.61. Original contract was $40,247.00, with Amendment No. 01, the revised contract amount is $48,624.00. Upon roll call vote, motion was approved with 3 Yes votes: Cook, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-55: AMENDMENT NO. 1 TO CONSULTANT AGREEMENT WITH ALFRED BENESCH & COMPANY FOR UNDERRUN IN DESIGN FEES AND AN ADDITION IN BID FEES FOR CARES ACT GRANT NO. 3-31-0034-044-2020 FOR SNOW REMOVAL EQUIPMENT ROTARY PLOW ACQUISITION.

Motion by Cook, second by Victor, authorizing the Executive Director to execute Amendment No. 1 to Consultant Agreement with Alfred Benesch & Company for an Underrun in Design Fees in the amount of ($3,005.00) and an Addition in Bid Fees in the amount of $3,005.00 for CARES Act Grant No. 3-31-0034-044-2020 for Snow Removal Equipment Rotary Plow Acquisition. Original contract was $39,153, with Amendment No. 01, the revised contract amount remains the same. Upon roll call vote, motion was approved with 3 Yes votes: Cook, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-56: THE HALL COUNTY AIRPORT AUTHORITY GRANTING THE CITY OF GRAND ISLAND CONCURRENCE AND CONSENT TO ADMINISTER, BID AND AWARD BID FOR THE AIRPORT'S NEW SANITARY SEWER PROJECT.

Motion by Victor, second by Cook, WHEREAS, the County of Hall ("County"), Hall County Airport Authority ("Authority"), and City of Grand Island ("City") are parties to an Interlocal Cooperation Agreement (the "Agreement") for the construction of a new system of sanitary sewer mains, force mains, and lift stations (the "Project") to serve lands titled to County and within the jurisdiction and control of Authority; and WHEREAS, the Agreement provides that City shall administer the Project including, but not limited to, soliciting bids and awarding a bid for the Project construction, provided, however, a contract award for Project construction shall require concurrence and consent of County and Authority; and WHEREAS, City Code requires that bids be awarded to the responsible offeror whose proposal is determined in writing to be the most advantageous to the City, taking into consideration price and the evaluation factors set forth in the request for proposals; and WHEREAS, the Authority desires to concur and consent to an award of the Project bid by City to that bidder whose proposal is deemed by City to be the most advantageous to the parties to the Agreement, taking into consideration price and the evaluation factors set forth in the request for proposals provided, however, that such bid award shall not exceed Ten Million Dollars ($10,000,000.00). NOW, THEREFORE, BE IT RESOLVED the Authority hereby gives and grants its concurrence and consent to an award of bid by City to that bidder whose proposal is deemed by City to be the most advantageous to the parties to the Agreement, taking into consideration price and the evaluation factors set forth in the request for proposals provided, however, that such bid award shall not exceed Ten Million Dollars ($10,000,000.00); and BE IT FURTHER RESOLVED that the Authority hereby reserves its concurrence and consent to the award of a Project bid in excess of $10,000,000.00 which concurrence and consent is not and shall not be granted except upon separate resolution adopted by the Authority. Upon roll call vote, motion was approved with 3 Yes votes: Cook, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-57: LEASE EXTENSION AGREEMENT WITH CMG ENTERPRISE, LLC FOR BUILDING 850 LOCATED AT 1982 CITATION WAY, GRAND ISLAND, NE.

Motion by Cook, second by Victor, authorizing the Executive Director to execute the Lease Extension Agreement with CMG Enterprise, LLC for Building 850 located at 1982 Citation Way, Grand Island, NE. Lease term is for one (1) year effective November 1, 2021 and terminating October 31, 2022. Rent shall be increased to $1,449,10/month plus $106.34/month for insurance. Upon roll call vote, motion was approved with 3 Yes votes: Cook, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-58: LEASE EXTENSION AGREEMENT WITH DWAYNE BERGGREN FOR BUILDING A LOCATED AT 3565 SKY PARK ROAD, GRAND ISLAND, NE.

Motion by Victor, second by Cook, authorizing the Executive Director to execute the Lease Extension Agreement with Dwayne Berggren for Building A located at 3565 Sky Park Road, Grand Island, NE. Lease term is for one (1) year effective December 1, 2021 and terminating November 30, 2022. Rent shall be increased to $360.50/month plus $32.00/month for insurance. Upon roll call vote, motion was approved with 3 Yes votes: Cook, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-59: COLLECTIVE BARGAINING AGREEMENT BETWEEN THE HALL COUNTY AIRPORT AUTHORITY AND TEAMSTERS LOCAL UNION NO. 554.

Motion by Victor, second by Cook, to approve and authorize the Executive Director to execute the Collective Bargaining Agreement between the Hall County Airport Authority and Teamsters Local Union No. 554 effective October 1, 2021 through September 30, 2023. Upon roll call vote, motion was approved with 3 Yes votes: Cook, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-60: AMENDMENT TO EMPLOYMENT AGREEMENT WITH MICHAEL J. OLSON

Motion by Cook, second by Victor, authorizing the Board Chair to execute the Amendment to the Employment terms and conditions of the October 1, 2019 Employment Agreement shall remain in full force and effect. The Employment Agreement is revised to read as follows: Paragraph 4. Compensation. a. Salary at annualized rate of ONE HUNDRED TWENTY-NINE THOUSAND SEVEN HUNDRED SIXTY-NINE AND 60/100 DOLLARS ($129,769.60) payable bi-weekly the rate of FOUR THOUSAND NINE HUNDRED NINETY-ONE AND 14/100 DOLLARS ($4,991.14) effective October 1, 2021, through September 30, 2022. Paragraph 4 Cell Phone. h. Director shall receive an allowance of $100 per month. Director's annual salary and benefits shall be reviewed effective October 1 of each year commencing October 1, 2022. Upon roll call vote, motion was approved with 3 Yes votes: Cook, O'Neill, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.
Local: Received the 2022 redistricting and election information and Hall County Airport Authority election certification for the 2022 election cycle.

Legislative: The Senate appropriations committee will work under a federal continuing resolution until December 11th. Executive Director Olson is tracking the Department of Homeland Security (TSA) and the Department of Transportation (FAA) budgets as there is a significant emphasis on construction for airports. There has also been discussion about AIP and EAS funding, and the Contract Tower Program. With the current administrations executive order on electrical vehicles, we may look at putting battery chargers in the parking lots in the future.

ANNOUNCEMENTS:

a) Airport sewer project bid opening is at City Hall on November 2, 2021 at 2 p.m.
b) Next Board meeting is November 17, 2021.

EXECUTIVE SESSION:
Motion by Cook, second by Victor to go into Executive Session at 8:44 a.m. to discuss airline, lease, contract negotiations and personnel negotiations. Upon roll call vote, motion was approved with 3 Yes votes: Cook, O'Neill, Victor.

Motion by Victor, second by Cook to come out of Executive Session with no decisions being made and reconvene to Regular Session at 9:23 a.m. Upon roll call vote, motion was approved with 3 Yes votes: Cook, O'Neill, Victor.

ADJOURNMENT:
Meeting was adjourned at 9:25 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)