



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | December 16, 2020

Due to Executive Order 20-36 Corona Virus Public Meeting Requirement Limited Waiver, signed by Nebraska Governor Pete Ricketts on November 25, 2020, the December 16, 2020 Hall County Airport Authority meeting was held via Zoom. Access to the meeting was posted on the HCAA website at www.flygrandisland.com and was made available to the Public and Media.

Pursuant to due call and notice thereof, the Regular Meeting of the Hall County Airport Authority (HCAA) Board was held via Zoom at the Airport Authority Board Room located at 3579 Sky Park Road, Grand Island, Nebraska 68801 on December 16, 2020. Notice of Meeting was given in the *Grand Island Independent* on December 9, 2020. Board Chair Quandt called the meeting to order at 8:03 a.m. and announced locations of the Nebraska Open Meeting Act for public viewing.

REVIEW OF AGENDA.

PUBLIC COMMENT REQUESTS: Vince Dugan, 3021 W Leota, North Platte, NE, Trego-Dugan Aviation of Grand Island, Inc. requested to speak on Agenda Item Number 7, F. Tenant Update.

PLEDGE OF ALLEGIANCE: Was said in unison.

RECOGNITION OF BOARD MEMBER MICHELLE SETLIK. Executive Director Olson recognized outgoing Board Member Setlik for her commitment, support and dedication to the Hall County Airport Authority Board while serving her six-year elected term from 2015 to 2020. Setlik stated it has truly been an honor and a pleasure to serve on this board and has enjoyed working with everyone. She went on to say the Central Nebraska Regional Airport is an impressive gateway to the community and a tremendous asset to the tri-city region.

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, Carole Harmon Office Assistant, 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 and Planning Session held November 18, 2020
- RESOLUTION 20-55: Claims 3572-3580

Motion by Setlik, second by Werner to approve the Consent Agenda. Upon roll call vote, motion was approved with 4 Yes Votes: Setlik, Werner, Quandt, Cook.

Board Member O'Neill arrived as 8:15 a.m

Executive Director Olson requested the following Resolutions to be pulled from the Agenda: Resolution 20-56 Airport Capital Improvement Plan (ACIP) 2021-2025 dated December 16, 2020, and 20-60 Retirement Plan Fee Benchmarking Services Agreement with Principal Securities. *Motion by Setlik, second by Werner*

to pull Resolutions 20-56 and 20-60 from Agenda. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

DISCUSSION AND ACTION AGENDA:

FINANCIAL REPORT: Accounting Manager Hand presented the Financial Report. Board Vice Chair Werner asked since we are down 50% in boarding's, how far down are we in parking compared to last year and how they correlated. Hand will include this in next month's report.

Ending November 2020 2nd Month of 1st Qtr : 16.67%	Current Amount November	YTD Amount Oct 20 - Sep 21	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income*	\$97,125.01	\$204,142.69	\$1,525,660.00	13.38%	\$1,321,517.31
Operating Expenses	\$206,624.39	\$359,706.71	\$2,235,274.00	16.09%	\$1,875,567.29
Total Operating Income/(Loss)	(\$109,499.38)	(\$155,564.02)	(\$709,614.00)	21.92%	(\$554,049.98)
Tax Levy - Bond	\$14,679.64	\$81,340.92	\$1,176,471.00	6.91%	\$1,095,130.08
Tax Levy - General	\$6,454.74	\$35,766.50	\$217,322.00	16.46%	\$181,555.50
Tax Levy - General Fund Designated for Air Service Development	\$0.00	\$0.00	\$300,000.00	0.00%	\$300,000.00
Net Income/(Loss)	(\$122,416.17)	(\$110,242.69)	(\$1,786,119.00)	6.17%	(\$1,575,876.31)

ACTIVITY REPORTS:

GRI Air Traffic Operations Report by Executive Director Olson.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
Nov 2020	38	256	445	75	814	252	78	330	1,144
Nov 2019	41	259	606	29	935	186	46	232	1,167
% Change	-7%	-1%	-27%	159%	-13%	35%	70%	42%	-2%

Enplanement Report by Executive Director Olson. Executive Director Olson reported Allegiant cancelled two Las Vegas flights last week. It is recommended passengers check COVID protocol at all airports before they fly.

	Allegiant	No. of Flights LAS IWA	Load Factor	American	No. of Flights	Load Factor	Charters	No. of Flights	Monthly Enplanements	Year to Date
Nov 2020	1,691	18 9 9	57%	1,802	59	65%	34	1	3,527	32,838
Nov 2019	2,646	19 9 10	83%	2,480	66	85%	301	2	5,427	64,643
+/- %	-36%	-5%	-31%	-27%	-11%	-23%	-89%	-50%	-35%	-49%

Operation Report – Doug Brown: Provided training to the Grand Island Fire Department on the ARFF vehicle. Staff continues to assist with the fence project. Continues to mix own deicing brine which equates to a 50% savings over purchasing liquid deicer. Worked with contractor from the state to lay out drilling observation hole for per- and polyfluoroalkyl substances (PFAS) testing. Working with Wausau regarding issues with the new broom. Experienced mechanical issues with both brooms during snow event on December 11th. Coupled with that and runway conditions, the airport shut down resulting in one cancelled American flight. Brown stated the restaurant has reduced staff and is down 50% from last year's revenues.

Facility Report- Steve Magnuson: Continues to fog sanitize the terminal daily using electrostatic machine. Face mask signage (requiring usage) has been posted on terminal entrance doors. Free-standing hand sanitizers stations and masks are located at both terminal entrances.

Project Reports: Alfred Benesch & Company Project Manager Andy Beil gave an overview of current projects.

AIP-041 (AARF Vehicle):

- Manufacturer: Oshkosh
- Closeout booklet has been compiled and once final review is completed it will be sent to FAA for formal review.

AIP-042 (ARFF Facility):

- Contractor: Chief Construction
- Working to complete closeout books by mid-January 2021.

AIP-043 (Fence):

- Contractor: Elkhorn Fence
- Notice to Proceed issued August 10, 2020 (130 days out of 180-calendar day contract). No discussion of winter shut down.
- 99% of the metal fence has been erected and about one-third of the old fence has been removed.
- Wood fence near the VHF Omnidirectional Radio Range (VOR) is being installed.
- Most of the three-strand barbed wire has been installed and they are making progress on the installation of the rodent guard/skirt.
- Slide gates are here and will take two to three days to install.
- Currently projecting a small overall project under-run. One small net negative change order will be presented in the near term.

AIP-045 (Snow Removal Equipment (SRE) Acquisition:

- Plow/liquid material spreader.
- Design review meeting was held December 1st and finalizing specifications.
- Benesch will submit 95% design documents to FAA for review.
- Target bid opening timeframe is early March 2021.

Tenant Update: Trego-Dugan Aviation of Grand Island President, Vince Dugan, reported they will lose money this year even with the financial support from the federal government. They have added three new cities in Houston, TX with Allegiant, Reno, NV with American, and Oklahoma City with Frontier and have recently contracted with Allegiant in Spokane, WA and potentially another airline on the east coast. All the ground handling equipment came from the refurbishing site here in Grand Island. With the uncertainty of future government support, Dugan requested a month-to-month lease arrangement for Building 109 for the next three months.

RESOLUTION NO. 20-56: AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP) 2021-2025 DATED DECEMBER 16, 2020. PULLED FROM AGENDA – NO ACTION TAKEN.

Executive Director Olson stated there may be additional airport funding in the next stimulus bill that would allow the Authority to add another federal project to our ACIP 1-5-year plan. The ACIP is not due to the Federal Aviation Administration until February 15th.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-57: U.S. GOVERNMENT LICENSE (NO. 21EKW0034L) FOR REAL PROPERTY WITH THE U.S. DEPARTMENT OF COMMERCE/ NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (NOAA).

Motion by O'Neill, second by Werner authorizing the Executive Director to execute the U.S. Government License (No. 21EKW0034L) for Real Property with the U.S. Department of Commerce/ National Oceanic and Atmospheric Administration (NOAA) for the purpose to operate, test and maintain the Automated Surface Observing System (ASOS). Term is for 15 years commencing March 1, 2020 and terminating on February 28, 2035. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-58: INTERLOCAL COOPERATION AGREEMENT BY AND BETWEEN THE HALL COUNTY AIRPORT AUTHORITY AND THE CITY OF GRAND ISLAND FOR LAW ENFORCEMENT OFFICERS AT THE CENTRAL NEBRASKA REGIONAL AIRPORT.

Motion by Setlik, second by O'Neill authorizing the Executive Director to execute the Interlocal Cooperation Agreement By and Between the Hall County Airport Authority and the City of Grand Island, for the City to provide Law Enforcement Officers (LEOs) on-site at the Central Nebraska Regional Airport during Transportation Security Administration (TSA) Screening checkpoint operating hours, and to provide law enforcement support to the passenger-screening checkpoints in keeping with requirements provided by TSA. The Airport Authority shall reimburse the City at a rate of \$35.00 per hour regardless of the actual cost to the City for each LEO at the time of service. This Agreement shall be effective January 1, 2021 thru December 31, 2022, unless earlier terminated by the Airport Authority or the City. If the Program is further extended by the TSA, the hourly payment from the Airport Authority to the City shall be renegotiated with the City. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-59: LEASE AGREEMENT WITH DWAYNE BERGGREN FOR BUILDING A LOCATED AT 3565 SKY PARK ROAD, GRAND ISLAND, NE.

Motion by Cook, second by O'Neill authorizing the Executive Director to execute the Lease Agreement with Dwayne Berggren for Building A located at 3565 Sky Park Road, Grand Island, NE. Purpose of lease is for a taxidermy business. Lease Term commenced December 1, 2020 and terminates on November 30, 2021. Rent is \$350/month, plus \$31/month for insurance. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

RESOLUTION NO. 20-60: RETIREMENT PLAN FEE BENCHMARKING SERVICES AGREEMENT WITH PRINCIPAL SECURITIES. PULLED FROM AGENDA - NO ACTION TAKEN.

Airport Attorney Ron Depue stated the Hall County Airport Authority is a public organization operating in the state of Nebraska. Principal Securities is incorporated in the state of Iowa. The request was made to revise the governing law to Nebraska instead of Iowa. Any issues would be interpreted under Nebraska law.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.

- a. Legislative report. Congress: 1) Need a continuing resolution to fund the government beyond December 18th. Most likely there will be another continuing resolution through the end of March 2021. Continuing resolutions need to be at least half of the fiscal year so agencies can issue grants. 2) The proposed \$908 million stimulus bill package includes Part 1 providing funds for airlines and airports and Part 2 extending payroll protection, stimulus for small businesses, and eviction clause.
- b. 2021 Board Meeting Schedule.

ANNOUNCEMENTS:

- a) Next Board meeting – January 20, 2021 held via Zoom. Election of Officers.
- b) Postponement of Annual Soup Supper in January 2021.

EXECUTIVE SESSION:

Motion by Setlik, second by Cook to go into Executive Session to discuss airline, lease, personnel, and contract negotiations. Board went into Executive Session at 9:24 a.m. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

Motion by Setlik, second Werner to come out of Executive Session with no decisions being made and reconvene to Regular Session. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill. Board came out of Executive Session and into Regular Session at 10:30 a.m.

ADJOURNMENT:

198 Meeting was adjourned at 10:30 a.m.

199

200 HALL COUNTY AIRPORT AUTHORITY

201

202

203

204 _____
Debra Potratz | Office Manager

205

206

207

208 _____
Brian Quandt | Board Chair

Ryan O'Neill | Board Secretary/Treasurer

209

210 (SIGNATURES ON FILE)