

WAHOO AIRPORT AUTHORITY

January 8, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Patrick Burke called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Morrow, Vasa, Oden, and Anderson. Also present was Jim Svoboda, Chris Corr, and Tom Trumble.

The Chairperson called for comments on items not listed on the agenda and none were presented.

Tom Trumble introduced Chris Corr with Olsson Associates who will be working on the taxiway paving project at the Airport. Corr explained the project, the differences anticipated between the ACIP Data Sheet and why these areas are also needed to be part of the project. This included some areas of concrete that was not included in the original planned project, but which would be prudent to include and replace at the same time as this project. The Board offered direction and discussion on what needed to be included in the project. It was noted this project will also include removing the overhead power line to underground near Hangar Buildings 1 and 2. Additional discussion was held on the phasing of the project and the impact to the tenants. Corr reported the next step will be the pre-design phone conference call with the FAA which will include Airport representatives, engineer representatives, NDOT representatives, and FAA representatives.

No action taken on 2018 T-Hangar Lease.

Discussion was held on the application from Taylor-Made Flight Training, LLC for approval of commercial aeronautical operations that would include flight training and aircraft rental. Discussion was held on the requirements of our Minimum Standards and how those standards were being met. The application expressed their intent of subleasing an office space from Sierra Bravo, which would need approval by the Board prior to approval of the application.

A motion was made by Oden, seconded by Vasa, to allow Sierra Bravo to sublease a portion of the office space to Taylor-Made Flight Training, LLC. for flight instruction services. Roll call vote: Oden, yes; Vasa, yes; Burke, yes; Anderson, yes; and Morrow, yes. Motion carried.

A motion was made by Vasa, seconded by Anderson, to approve the commercial aeronautical operation for flight instruction (only) approved to start February 1 provided submission of the sublease agreement with Sierra Bravo is submitted, with portion of the application for aircraft rental service being tabled to the February meeting, to allow for the attorney's review of the use of a T-Hangar for commercial operations. Roll call vote: Vasa, yes; Anderson, yes; Oden, yes; Morrow, yes; and Burke, yes. Motion carried.

The Airport Capital Improvement Plan for 2018 was reviewed by the Board. Some discussion was held on those items listed as "Not Funded", which dates were changed to from 2032 to 2038 for those two items. A motion was made by Anderson, seconded by Morrow, to approve the ACIP as amended. Roll call vote: Anderson, yes; Morrow, yes; Burke, yes; Oden, yes; and Vasa, yes. Motion carried.

Egr was not present to present a maintenance report, but Harrell reported there were issues with the FBO hangar doors and DH Pace had been contacted to provide a quote for completing the work. DH Pace reported all materials were under warranty and would be provided at no cost; the Airport would be responsible for labor. Harrell also reported there were issues with the REIL and IES had been contacted to make the necessary repairs.

A motion was made by Oden, seconded by Anderson to approve the following claims for payment as presented:

AUTO	Wahoo Utilities	\$542.30
AUTO	NE Dept of Aeronautics	2,510.00
7748	Egr Aviation, LLC	3,000.00
7749	Sierra Bravo	500.00
7758	Windstream	244.94
7750	Waste Connections	32.50
7751	Bromm Lindahl, etal	50.00
7759	Region V Services	61.28
7752	BMG CPA, LLC	1,000.00
7753	Fud & Tracy's	541.75
7754	Jackson Services	113.48
7755	Saunders County Treasurer	78.28
7756	Zimmerman Oil	558.79
AUTO	World Fuel – 100LL	30,281.33
AUTO	World Fuel	<u>30.00</u>
		\$39,544.65

Roll call vote: Oden, yes; Anderson, yes; Vasa, yes; Burke, yes; and Morrow, yes. Motion carried.

A motion was made by Burke, seconded by Vasa, to approve the minutes as presented for the December 11, 2017 meeting. Roll call vote: Burke, yes; Vasa, yes; Oden, yes; Morrow, yes; and Anderson, yes. Motion carried.

Harrell reported an appeal to the FAA Director's Determination Letter had been filed but no details were discussed.

A motion was made by Burke, seconded by Morrow to adjourn at 5:16 p.m.

Melissa Harrell
Ex-Officio

WAHOO AIRPORT AUTHORITY

February 12, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Patrick Burke called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Morrow, Vasa, and Anderson. Also present was Jim Svoboda and Elliot Egr. Oden entered the meeting at 4:35 p.m.

The Chairperson called for comments on items not listed on the agenda and none were presented.

A motion was made by Morrow, seconded by Anderson, to approve the engineering agreement with Olsson Associates for the taxiway improvement project, and authorize the Chairperson to sign said agreement. Roll call vote: Morrow, yes; Anderson, yes; and Burke, yes. Vasa, abstained from voting. Oden, absent and not voting. Motion carried.

Oden entered the meeting at 4:35 p.m.

The Pavement Condition Report from the NE Department of Transportation was reviewed by the Board. The report, which is a result of a May 9, 2017 survey completed by the Aeronautics Division, was reviewed by the Board. A motion was made by Morrow, seconded by Vasa, to follow the recommendations of the report to close the connector taxiway T1 as shown in the report, as well as complete the associated recommendations of eradicating any paint stripes or marking within the taxiway, remove any signage pertaining to it, issue a NOTAM regarding its closure, update the AHQ airport diagram, adjust the lights as needed to keep the taxiway from being lighted in that area, and notify the FAA of the update to the approach plate once the marking and removals/changes have been completed. Roll call vote: Morrow, yes; Vasa, yes; Oden, yes; Anderson, yes; and Burke, yes. Motion carried.

The 2016-17 audit of the Wahoo Airport Authority was presented. A motion was made by Burke, seconded by Morrow to accept the audit as presented. Roll call vote: Burke, yes; Morrow, yes; Oden, yes; Vasa, yes; and Anderson, yes. Motion carried.

The 2018 Lease document was reviewed by the Board. The major changes included 1) a deposit required of any new tenant, 2) evidence of airworthiness of an aircraft may be required to be presented to the Board for consideration, 3) reference to the FAA Hangar Use policy added, 4) implementation of a late fee and subjection to change of terms, and 5) changes to termination language. A motion was made by Anderson, seconded by Oden, to approve the 2018 lease as presented. Roll call vote: Anderson, yes; Oden, yes; Burke, yes; Vasa, yes; and Morrow, yes. Motion carried.

The amendments to the Spill Prevention, Control, and Countermeasure Plan was presented to the Board. A motion was made by Burke, seconded by Morrow, to approve the SPCC Plan as presented. Roll call vote: Burke, yes; Morrow, yes; Vasa, yes; Anderson, yes; and Oden, yes. Motion carried.

Chairman's report: Burke reported there were a couple complaints received about snow removal at the Airport. These were reviewed with Egr and it was agreed by the Authority that snow removal within three to four feet of the door was acceptable to the Authority to avoid damage to doors and the buildings in general. Discussion was also held snow removal on the taxiways in front of Frontier as well as Storm Flying Services. As these properties are privately owned assets located on land leased from the Airport, the Airport would incur a liability taking on the snow removal on the privately owned assets.

Egr reported Sierra Bravo Aviation is interested construction of a hangar(s) – either 100' X 100' or two – 80' X 80' hangars. He reported they are interested in property located on the east side of the runway, or in

property located directly south of Frontier’s hangar. The Board did not have interest in looking at improvements on the east side of the runway, nor was there much interest in being located to the south of the current runway. Burke indicated further discussions will be held about locations for private development of hangars on the airport.

Harrell presented information on two conditional use applications being considered by the City of Wahoo City Council that may have potential impacts to the Airport. No issues of concern were expressed by the Authority. Harrell also reported increases in fuel sales of 100LL in 2017. The number of transactions in 2016 were reported at 960, with the number of transactions in 2017 being reported at 1,267. Total sales were \$78,222 in 2016 and \$103,790 in 2017.

Vasa left the meeting at 5:17 p.m.

A motion was made by Oden, seconded by Anderson to approve the following claims for payment as presented:

AUTO	Wahoo Utilities	\$811.28
AUTO	NE Dept of Aeronautics	2,510.00
WIRE	DTC – Interest Payment	4,677.50
7760	Egr Aviation, LLC	3,000.00
7761	Sierra Bravo	1,000.00
7762	Windstream	229.95
7763	Waste Connections	32.50
7764	Bromm Lindahl etal	50.00
7765	Region V Services	61.28
7766	BMG CPA	600.00
7767	DH Pace	1,732.82
7768	Jackson Services	51.96
7769	Simons Home Store	83.29
7770	Wahoo Newspaper	8.83
7771	Andrew Schnatz	1,440.00
7772	Chuck McBride	720.00
7773	Matt Wright	720.00
1037	Sierra Bravo Aviation	372.28
AUTO	World Fuel	<u>30.00</u>
		\$17,631.69

Roll call vote: Oden, yes; Anderson, yes; Burke, yes; and Morrow, yes. Vasa, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Morrow, to approve the minutes as presented for the January 9, 2018 meeting. Roll call vote: Burke, yes; Morrow, yes; Oden, yes; and Anderson, yes. Motion carried.

A motion was made by Morrow, seconded by Anderson to adjourn at 5:18 p.m.

Melissa Harrell
Ex-Officio

WAHOO AIRPORT AUTHORITY

March 12, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Patrick Burke called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Morrow, Anderson, and Oden. Absent was Vasa. Also present was Elliott Egr and Jim Svoboda

The Chairperson called for comments on items not listed on the agenda and none were presented.

Burke announced that it was time for live auction of the farm land. Burke provided an explanation to those bidders in attendance of the requirements to follow Title VI Civil Rights for this agreement. Burke questioned those present to bid to see if there were issues with the restrictions for farming the ground. No questions were raised by the potential bidders. Live bidding was conducted by Oden, with the highest bid being presented by John Divis at \$255 per acre. One other bidder participated in the auction. Following the live auction, a motion was made by Burke, seconded by Anderson to accept the bid of \$255 per acre from John Divis, authorize entering into a three-year lease agreement, and authorize the Chairperson to sign the agreement. Roll call vote: Burke, yes; Anderson, yes; Oden, yes; and Morrow, yes. Vasa, absent and not voting. Motion carried.

Election of officers was held as follows:

A motion was made by Oden, seconded by Anderson, to elect Jay Morrow as the Chair of the Authority. Roll call vote: Oden, yes; Anderson, yes; Morrow, abstained, and Burke, yes. Vasa, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Oden, to elect Jake Vasa as the Vice-Chair of the Authority. Roll call vote: Burke, yes; Vasa, yes; Oden, yes; and Anderson, yes. Vasa, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Morrow, to elect Mert Oden as the Treasurer of the Authority. Roll call vote: Burke, yes; Morrow, yes; Anderson, yes; and Oden, yes. Vasa, absent and not voting. Motion carried.

Chris Corr from Olsson Associates was present to review the status of the Taxiway relocation project with the Authority. He presented the project cost estimate and project budget summary for Authority review. He also reviewed the plans for the layout discussing the existing paving to be removed and improved, entrance gate relocation, electrical relocation and corrections, and storm water drainage control. Planned phases were reviewed: First phase of the project will be the electrical portion, second phase will be paving on the north side of the hangars, with the final phase being the intersection on the south side of the two hangar buildings. The contract is planned to have a 45 working day construction period. Conversation was held about what hangars would be impacted during the construction and how this would be handled with the existing tenants. The work will not actually be completed until July/August timeframe, provided federal funding is secured in the next budget continuing resolution. The financing of this project was discussed. Corr indicated the Authority has \$600,000 available in non-primary entitlement funds, with a total project cost currently sitting at \$596,400. Of this, 90% (\$536,760) would be funded by the FAA with non-primary entitlement funds, and the balance, 10% (\$59,640) will be funded locally. No action needed on the project at this point.

Documents comprising the final grant application for this project to the FAA were presented to the Board. A motion was made by Burke, seconded by Oden, to authorize Morrow to sign the necessary documents. Roll call vote: Burke, yes; Oden, yes; Morrow, yes; and Anderson, yes. Vasa, absent and not voting. Motion carried.

Harrell reported on the 2018 leases and that they will be going out this week in the mail. No action taken.

Discussion was held on two aircraft that are currently being stored outside in tie-down locations on the airport, and have been in those locations since the beginning of November. Harrell was directed to bill as per our policy for the long-term use of the tie-down location. It is believed that Verlyn Olsberg owns both aircraft. The intent of the tie-down spaces is to provide parking for temporary parking of aircraft, not for long-term storage. Discussion was held on how to control outside storage of aircraft that is not airworthy and how to avoid storage of junk aircraft. Motion by Morrow to adopt a policy as follows: Any aircraft that is parked in the tie-down locations located on concrete longer than 60 days shall be moved to a grass area approved by the Authority for temporary storage. Aircraft can remain in the grass area for an additional 60 days and once these times expire, the Authority may use means available to them to evict and eliminate the aircraft at the owner's expense. Motion seconded by Burke. Roll call vote: Morrow, yes; Burke, yes; Oden, yes; and Anderson, yes. Vasa, absent and not voting. Motion approved.

Discussion was held on the non-aeronautical use of Airport property for commercial operations. Guidance had been sought from the FAA Kansas City regional office by Burke. From that discussion, Burke proposed language for a policy to address any non-aeronautical use of Airport property in connection with commercial operations that would limit the financial impact of any non-aeronautical operations to less than 15% of the gross income for a commercial operator. This would be verified by a third party, and that a fee of 0.5% would be due to the Authority on the amount of sales generated from non-aeronautical sales. Motion by Morrow to authorize this to be considered as an amendment to the minimum standards, with the public comment period to begin in the next 30 days, and with public hearings on the proposed amendment to Minimum Standards to be held at the April and May meetings of the Authority. Motion seconded by Anderson. Roll call vote: Burke, yes; Morrow, yes; Oden, yes; and Anderson, yes. Vasa, absent and not voting. Motion carried.

A motion was made by Oden, seconded by Burke to approve the following claims submitted for payment: (no chamber membership)

~~Chairperson report was given and the FAA had asked for clarification on a specific item on the Director's Determination Letter.~~ Chairperson's report was given. Burke reported clarification on Item Number 4 listed in the Director's Determination Letter from the FAA had been requested but no comment has yet been received. (Correction to minutes by action of Board on 5/14/2018 of this section).

Maintenance report – Egr reported he would be doing inspections of the hangars and taking notes, and presenting the information to the Board to address. All taxiway lights are fixed except one. That light will be repaired when the taxiway lighting in the area that will be removed are taken out. REILs are not working but are being worked on.

Harrell presented information regarding the items being stored in the Corporate Hangar. It was agreed that a letter needs to be sent to the tenant indicating that they are currently not in compliance with the FAA hangar use policy, and that if compliance is not met, it could result in termination of the lease.

Motion was made by Anderson, seconded by Morrow to approve the minutes as presented. Motion carried.

AUTO	Wahoo Utilities	\$765.50
AUTO	NE Dept of Aeronautics	2,510.00
7774	Egr Aviation, LLC	3,000.00
7775	Sierra Bravo Aviation	500.00
7776	Windstream	229.95

7777	Waste Connections	50.00
7778	Bromm Lindahl, etal	50.00
7779	Region V Services	30.64
7780	BMG CPA, LLP	250.00
7781	General Fire & Safety	281.10
7782	Jackson Services	25.98
7783	Midwest Service & Sales	166.66
7784	Simons Home Store	26.86
7785	USPS	90.00
7786	Wahoo Metals	1,080.00
7787	Stan Tiller	380.00
AUTO	Sunmart	33.59
AUTO	World Fuel	<u>30.00</u>
		\$9,500.28

Oden left the meeting at 6:10 p.m.

Harrell reported another inquiry had been received as to the availability of a larger hanger and when indicated that that was not available, that the inquiry changed to an interest in investment construction of a private hangar on Airport property. Additional investigation into this possibility is being conducted.

A statement of thanks was offered to Burke for his service as Chairperson over the past several years.

A motion was made by Morrow, seconded by Burke, to approve the minutes of the February 12, 2018 meeting as presented. Roll call vote: Morrow, yes; Burke, yes; and Anderson, yes. Oden and Vasa, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Anderson to adjourn at 6:23 p.m. Roll call vote: Burke, yes; Anderson, yes; and Morrow, yes. Oden and Vasa, absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

WAHOO AIRPORT AUTHORITY

April 9, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Jay Morrow called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public’s use. The following board members answered roll call: Burke, Anderson, and Vasa. Absent was Oden. Also present was Elliott Egr.

The Chairperson called for comments on items not listed on the agenda and none were presented.

At the last meeting discussion was held on the non-aeronautical use of Airport property for commercial operations. Language was proposed at that meeting for a potential amendment. Further discussion was held and it was determined that the threshold for sales of non-aeronautical materials should be proposed at 20% of total sales (vs. 15% which was discussed at the March meeting), and that the fee charged on those non-aeronautical sales be a 1% fee (vs. ½% which was discussed at the March meeting). No action taken.

Egr reported he had recently inspected the t-hangars at the Wahoo Airport to note if there were any issues with either hangar or aircraft being stored in the hangar. He reported concerns with the following hangars: 1, 2, 3, 4, 7, 8, 39, 10, 11, 12, 16, 20, 21, 31, and 33 as well as the Corporate Hangar. It was agreed further action would be considered at the May meeting. No action taken.

Vasa indicated Chris Corr, Olsson engineer on the taxiway improvement project, indicated the plans and specifications for the taxiway improvement project had been approved by the NDA and the FAA and requested the plans and specifications for the project be approved by the Authority and that authorization to call for bids be provided. A motion was made by Burke, seconded by Anderson, to approve the plans and specifications for the taxiway improvement project, and that bids for the project be called for. Roll call vote: Burke, yes; Anderson, yes; Morrow, yes; and Vasa, yes. Oden, absent and not voting. Motion carried.

Egr and Harrell reported an estimate had been received for the removal of the taxiway lighting that the NDA had requested be removed, and that the project would be completed in the very near future.

Harrell reported she had received a request from a local general contractor with interest in constructing a private hangar at the Wahoo Airport. They also indicated interest in working with the Airport to promote private investment in facilities at the Airport. Information was provided to them and the response email received from them indicated they were no longer interested unless a financial incentive could be provided by the Authority to offer assistance. No action taken.

Motion was made by Vasa, seconded by Anderson to approve the claims submitted for payment as presented. Motion carried.

AUTO	Wahoo Utilities	\$664.55
AUTO	NE Dept of Aeronautics	2,510.00
7788	Egr Aviation, LLC	3,000.00
7789	Sierra Bravo Aviation	500.00
7796	Windstream	229.39
7790	Waste Connections	90.00
7791	Bromm Lindahl, etal	50.00
7792	Region V Services	91.92
7793	Jackson Services	25.98
7794	Simons Home Store	120.67

7795	Wahoo Newspaper	29.98
1038	QT Pod	1,095.00
AUTO	World Fuel	<u>30.00</u>
		\$8,437.49

A motion was made by Burke, seconded by Morrow, to approve the March 12 minutes as presented. Roll call vote: Burke, yes; Morrow, yes; Vasa, yes; and Anderson, yes. Oden, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Anderson to adjourn at 5:23 p.m. Roll call vote: Burke, yes; Anderson, yes; Vasa, yes; and Morrow, yes. Oden absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

WAHOO AIRPORT AUTHORITY

May 14, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Jay Morrow called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Burke, and Anderson. Absent were Vasa and Oden. Also present was Elliott Egr and Steve Sherwood with Sierra Bravo Aviation. Vasa entered at 4:35 p.m.

The Chairperson called for comments on items not listed on the agenda and none were presented.

Harrell presented information received from the Nebraska Department of Aeronautics regarding a proposed tower application that would be located 7 miles southwest of the Wahoo Airport. It was indicated the FAA review showed there was a "Determination of No Hazard to Air Navigation" on this application.

Vasa entered the meeting at 4:35 p.m.

Steven Sherwood with Sierra Bravo Aviation was present to discuss potential hangar openings or lots that may be available for construction of a private hangar. Sierra Bravo would like to expand the number of aircraft that are used as part of the Sandhills Aviation business which completes aerial surveying, but would like to expand the capacity of Sierra Bravo to provide maintenance services to those additional aircraft used by Sandhills Aviation. Discussion was held on the size of the building SBA would need and Steve expressed interest in a building or buildings that would be in the 100X120 size, with the possibility of more than one structure. Chris Corr with Olsson Associates indicated that he would investigate the possibility of Olsson doing planning for the Authority under the current engineering contract.

The hearing on the amendment to the Wahoo Minimum Standards regarding sale of non-aeronautical items by a commercial aeronautical business located on the Wahoo Airport was declared open by the Chairperson at 4:50 p.m. A call was made for comments from the public on the proposed amendment and none were presented. Harrell indicated the proposed amendment would be sent to all who must currently comply with the Minimum Standards in the next week, and public hearings would be held additionally at the June and July meetings of the Authority, with adoption of the amendment to be considered at the July meeting. A motion was made by Vasa, seconded by Anderson to close the public hearing at 4:53 p.m. Roll call vote: Vasa, yes; Anderson, yes; Burke, yes; and Morrow, yes. Oden, absent and not voting. All voted yes.

Chris Corr with Olsson Associates was present to review the bid received on the taxiway improvement project. Corr indicated M.E. Collins was the only bidder to submit a bid. He explained the differences between the engineer's estimate of costs and the actual bid received. The engineer's estimate was \$446,679 and the bid received was \$539,244. When engineering is included to calculate the total project cost, the project cost is over the funds available through the non-primary entitlement program that would be contributed by the FAA of \$600,00. Conversations with the NDA representative on the AIP Program indicated there would need to be additional review of the bid document that was received as well as 1) the reasons why other contractors did not bid on the project, 2) verify there is nothing in the contract that prohibited other contractors from bidding, and 3) discussion with the contractor about those specific bid items that are excessively over the engineer's estimate of cost. It may be possible for the Authority to receive additional discretionary AIP funds, but this will not be committed by the NDA until other projects in the State are bid. Corr has also had conversations with the FAA about the ways the costs of this project could be reduced and is working with them on potential solutions. Corr indicated by the next meeting there will be additional information available from the contractor as well as from the FAA and funding through the NDA. Anderson left the meeting at 5:06 p.m. A motion was made by Vasa, seconded by

Morrow, to table any action on the bids received to the June meeting. Roll call vote: Vasa, yes; Morrow, yes; and Burke, yes. Oden and Anderson, absent and not voting. Motion carried.

Harrell reported to the Board that a few tenants had not yet paid any of their hangar rent, and requested support from the Board to eliminate the possibility of a discounted annual hangar rent fee. A motion was made by Morrow, seconded by Vasa, to authorize staff to charge the monthly rate to those lessees who have not made payment for 2018 for the T-Hangar Lease and that the annual discounted rate is no longer available as a rental rate option. Roll call vote: Morrow, yes; Vasa, yes; and Burke, yes. Oden and Anderson, absent and not voting. Motion carried.

Discussion was held on those tenants that have not yet signed their lease document, that currently do not have aircraft information provided to the Authority, and those that do not have airworthy aircraft in the hangars as required by the 2018 lease document. A motion was made by Burke, seconded Vasa, to authorize sending a notice to the tenants, signed by the Chairperson, that would include notice of eviction unless there is compliance with the terms of the lease. Roll call vote: Burke, yes; Vasa, yes; and Morrow, yes. Oden and Anderson, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Vasa, to authorize sending notification to the owners of aircraft that have been in tie-down locations for more than 60 days that the aircraft be removed from those tie-down locations. Roll call vote: Burke, yes; Vasa, yes; and Morrow, yes. Oden and Anderson, absent and not voting. Motion carried.

Discussion was held on the need to remove the right of first refusal from the Ag Hangar Lease. A motion was made by Burke to amend ag hangar lease to remove right of first refusal, with the final language to be approved by the Chairperson and the Wahoo Airport Authority Attorney, seconded by Vasa. Roll call vote: Burke, yes; Vasa, yes; and Morrow, yes. Oden and Anderson, absent and not voting. Motion carried.

Egr reviewed several maintenance issues with the Authority. He reported there is the bi-annual fuel inspection that is scheduled for Wednesday and there were not anticipated issues. He indicated he would soon be ordering general maintenance supplies for both fuel systems. The City of Wahoo had been out to remove the paint markings on the closed taxiway and would be returning to paint X's where required to mark the area as closed. He reported the taxiway lights in this area had been removed, and that all other taxiway lights on the airport were repaired and in working condition. Egr also indicated the courtesy vehicles were in need of some minor repairs.

Harrell requested Egr be approved as an authorized purchaser of fuel, to provide easier coordination with World Fuel for purchases of 100LL and JetA for the Airport. A motion was made by Morrow to allow Egr the ability to authorize the fuel purchases for the Airport from World Fuel, seconded by Vasa. Roll call vote: Morrow, yes; Vasa, yes; and Burke, yes. Oden and Anderson, absent and not voting. Motion carried.

Motion was made by Vasa, seconded by Morrow to approve the minutes as presented. Motion carried.

AUTO	Wahoo Utilities	\$569.79
AUTO	NE Dept of Aeronautics	2,510.00
7797	Egr Aviation, LLC	3,000.00
7798	Sierra Bravo Aviation	500.00
7799	Windstream	229.39
7800	Waste Connections	40.00
7801	Bromm Lindahl, etal	50.00
7802	Region V Services	122.56

7803	Car Quest	48.30
7804	Jackson Services	72.65
7805	Red Door Inc	117.50
7806	Revolving Fund	19.39
7807	Wahoo Newspaper	148.16
7808	Wahoo Newspaper	13.99
7809	Wester Sand & Gravel	95.57
7810	Mark Holoubek	360.00
7811	William Fleissner	720.00
7812	Ron Bratcher	300.00
DEBIT	Family Dollar	11.50
DEBIT	Sunmart	39.66
AUTO	World Fuel – Jet Fuel	30,984.57
AUTO	World Fuel	<u>30.00</u>
		\$39,983.03

A motion was made by Burke, seconded by Vasa, to approve an amendment to the March minutes to correct an error. Roll call vote: Burke, yes; Vasa, yes; and Morrow, yes. Oden and Anderson, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Morrow, to approve the April minutes as presented. Roll call vote: Burke, yes; Morrow, yes; and Vasa, yes. Oden and Anderson, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Morrow to adjourn at 5:33 p.m. Roll call vote: Burke, yes; Morrow, yes; and Vasa, yes. Anderson and Oden, absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Jay Morrow called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Oden, Burke, and Anderson. Absent was Vasa. Also present was Elliott Egr, Steve Sherwood with Sierra Bravo Aviation, and Chris Corr with Olsson Associates.

The Chairperson called for comments on items not listed on the agenda and none were presented.

Chris Corr with Olsson Associates was present to review the negotiations with M.E. Collins Contracting and the results of that process. He explained the areas changed for a reduction in contract price of \$46,595.20, resulting in a total negotiated bid of \$492,649.10. Corr explained the contract would be awarded at the original bid price, with the approval of Change Order #1 to result in the total negotiated bid. This results in a total project price, with engineering, of \$637,777.00. A motion was made by Anderson to accept the negotiated bid price of \$492,649.10 for Project No. 3-31-0085-12, with concurrence pending from the Nebraska Department of Transportation – Aeronautics Division and the Federal Aviation Administration. Motion seconded by Oden. Roll call vote: Anderson, yes; Oden, yes; Burke, yes; and Morrow, yes. Vasa, absent and not voting. Motion carried.

A motion was made by Oden to authorize the Chairperson to sign the necessary contract and grant documents for the Taxilane Reconstruction Project No. 3-31-0085-12, seconded by Burke. Roll call vote: Oden, yes; Burke, yes; Anderson, yes; and Morrow, yes. Vasa, absent and not voting. Motion carried.

The public hearing on the amendment to the Wahoo Airport Authority Minimum Standards was declared open at 4:43 p.m. by Morrow. A call was made for comments from the public and none were presented. A motion was made by Anderson, seconded by Burke to close the public hearing at 4:45 p.m. All voted yes.

Report given by Harrell on the contact with tenants regarding compliance issues with the lease for T-Hangar spaces and the inspections that were completed:

- Hangar #2 – Tenant is planning to vacate this hangar by June 30, 2018
- Hangar #4 – Tenant is working with Sierra Bravo Aviation to make the necessary repairs to the aircraft to become airworthy.
- Hangar #5 – Issues resolved shortly after letter sent
- Hangar #7 – Tenant is planning to vacate this hangar by July 31, 2018
- Hangar #8 – Tenant is working with Sierra Bravo Aviation to make the necessary repairs to the aircraft to become airworthy
- Hangar #10 – Tenant is working with Sierra Bravo Aviation to make the necessary repairs to the aircraft to become airworthy. Tenant is also working to remove the items being inappropriately stored in the hangar
- Hangar #11 – Tenant is working with Sierra Bravo Aviation to make the necessary repairs to the aircraft to become airworthy
- Hangar #12 – Issues resolved shortly after letter sent. Tenant was present to explain icing situation that happens in the winter at this T-Hangar location and asked the issue be addressed by the Authority
- Hangar #16 – Issues resolved on June 8, 2018 – aircraft is airworthy
- Hangar #17 – Issues resolved shortly after letter sent
- Hangar #20 – One of the issues was resolved shortly after letter was sent. Airworthy status of aircraft is still being worked on with a mechanic.

- Hangar #21 – Payment issue resolved shortly after letter was sent. Tenant reported the aircraft is an ultralight and that he does his own mechanic work. Authority accepted this as compliance with lease provisions.
- Hangar #23 – Issues resolved shortly after the letter was sent
- Hangar #31 – Tenant reported the aircraft is being sold and the hangar will be vacated once the sale is complete
- Hangar #33 – Tenant currently has the aircraft listed as hangered in this aircraft for sale in Iowa. Once that sale is complete he will be purchasing another aircraft. Is interested in a short-term sublease to Sierra Bravo Aviation - which was approved by the Authority
- Hangar #34 – Issue resolved shortly after the letter was sent
- Hangar #39 – Tenant is working with Sierra Bravo Aviation to make the necessary repairs to the aircraft to become airworthy

Harrell was asked to send a reminder of sub-leasing restrictions to all tenants.

Items for the 2018-19 budget were discussed. The Maintenance Hangar re-roof is estimated to be \$20,000. Harrell indicated there was \$10,000 in the budget for capital improvements. Discussion was held on the need to borrow money to complete the taxilane project as well as the roofing project. Harrell will be in contact with Phil Lorenzen for the financing. Egr reviewed the equipment currently owned by the Authority. He indicated he had tested a 72” Hustler mower (1st option - \$13,000 with a trade of \$4,500 leaving a balance of \$6,500) as well as a John Deere mower (\$17,000 and did not offer a trade-in value) which are both commercial grade lawn mowers. Egr also explored the option of selling the John Deere tractor and shredder and was offered a quote by John Deere of \$12,000 for the pair. With this being gone, there may be an option of purchasing a finishing mower (for \$6,000) that could be attached to the New Holland machine to mow the grass runway and the larger grass areas. Discussion was held on these options and with review of the budget, it was agreed this was something we would consider in our 2018-19 budget. Egr also reported that we currently lease a Bobcat from Omaha Bobcat which gives us 300 hours per year of use. We currently are not putting enough hours to receive the benefit from the amount we pay. Bobcat of Omaha indicated there is someone interested in purchasing the machine and showed a Toolcat machine as an option for leasing. A Toolcat is something that would be used more than a Bobcat. It is not quite as heavy duty as a Bobcat but would also serve the maintenance provider on the Airport. It is not known if this is a lease option or not. Egr will report back to the Board at the next meeting with more information.

Steve Sherwood was present to request the option of building additional hangars to be located at the Wahoo Airport to serve current needs, with the possibility of adding to it. He indicated they would ultimately like several hangars to serve their operation needs and would like to be able to plan for their business expansion at the Wahoo Airport. Several options were discussed and reviewed on a draft Airport Layout Plan. Chris Corr with Olsson was also present and participated in the discussion. Harrell also indicated she would speak with the NDOT about potential access off of the Expressway into the area located between the paved and grass runway control areas.

Motion was made by Burke, seconded by Anderson to approve the minutes as presented. Motion carried.

AUTO	Wahoo Utilities	\$428.40
AUTO	NE Dept of Aeronautics	2,510.00
7813	Egr Aviation, LLC	3,000.00
7814	Sierra Bravo Aviation	500.00
7815	Windstream	230.97
7816	Waste Connections	40.00

7817	Bromm Lindahl, etal	50.00
7818	Region V Services	91.92
7819	Auto Alley	89.13
7820	Bomgaars	121.90
7821	IES	3,212.00
7822	Jackson Services	25.98
7823	Jay & Lucinda Morrow	720.00
7824	Matthew Wright	720.00
7825	VISA	37.72
7826	IES	5,562.77
VISA	Sunmart	49.49
1039	Garsite Products	1,189.30
AUTO	World Fuel – Testing supplies	143.01
AUTO	World Fuel – Jet	20,916.18
AUTO	World Fuel	<u>30.00</u>
		\$39,668.77

A motion was made by Burke, seconded by Morrow to approve the minutes of the May meeting as presented. Roll call vote: Burke, yes; Morrow, yes, Oden, yes; and Anderson, yes. Vasa, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Anderson to adjourn at 5:57 p.m. Roll call vote: Burke, yes; Morrow, yes; and Vasa, yes. Anderson and Oden, absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

WAHOO AIRPORT AUTHORITY

July 9, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Jay Morrow called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Oden, Vasa, and Burke. Absent was Anderson. Also present was Elliot Egr, and Nathan Bentley and Steve Sherwood with Sandhills Aviation / Sierra Bravo Aviation.

Morrow called for items not listed on the agenda and none were presented.

The public hearing on an amendment to the Wahoo Airport Authority was declared open by Morrow at 4:31 p.m. Harrell presented the two emails that were received from Walker Luedtke and William Foster in objection to the proposed amendment and were entered into the hearing record as objections to the proposed changes. The objections referenced a fee of 0.5% and 15%, which Harrell indicated were in the original version that was considered; Harrell indicated the version under discussion reflected a 1% fee and 20% of sales. A motion was made by Morrow, seconded by Oden to close the public hearing at 4:32 p.m. Roll call vote: Morrow, yes; Oden, yes; Burke, yes; and Vasa, yes. Anderson, absent and not voting. Motion carried.

Harrell requested the final approval of the changes be tabled to allow for final review by legal counsel. Comment relative to objections was made by Burke that these amendments were made in response to requests from the FAA to ensure that we maintain compliance in uses of hangars, and that the FAA has been contacted with regard to the proposed amendment. A motion was made by Burke, seconded by Vasa, to table the final consideration of the proposed amendment to Minimum Standards to allow for legal review. Roll call vote: Burke, yes; Vasa, yes; Oden, yes; and Morrow, yes. Anderson, absent and not voting. Motion carried.

Harrell presented amendments to the two agreements with Sierra Bravo Aviation, LLC. One amendment is for the miscellaneous agreement with Sierra Bravo Aviation, LLC that would eliminate a \$500 per month incentive payment on August 31, 2018 and extend the agreement for another year to expire on August 31, 2019. The other amendment was to the building lease agreement with Sierra Bravo Aviation, LLC, to extend the lease agreement for another year to expire on August 31, 2019. Nathan Bentley, a Vice President of Sandhills Aviation, was present to express their satisfaction with the building, location, and current terms of the agreement. He also indicated that they are currently in the process of negotiating with a main customer and thus they may be coming back to negotiate a longer-term lease agreement in the future. A motion was made by Burke, seconded by Oden, to approve both lease amendments. Roll call vote: Burke, yes; Oden, yes; Morrow, yes; and Vasa, yes. Anderson, absent and not voting. Motion carried.

The following resolution, a resolution to officially request an allocation of property tax levy from the City of Wahoo, was introduced by Burke who moved for its approval, seconded by Morrow:

“WHEREAS, Nebraska Statute 77-3343(3) requires all political subdivisions subject to city levy authority to submit a preliminary request for levy allocation to the City Council, and

WHEREAS, the Wahoo City Council is the levy authority for the Wahoo Airport Authority;

NOW THEREFORE BE IT RESOLVED that the following is said Board's tax request for budget year 2018-2019:

General Fund

\$46,460.00

Bond Fund	<u>\$59,590.00</u>
TOTAL	\$106,050.00

BE IT FURTHER RESOLVED that said Board has bonds for \$59,000 and this amount is included in the above tax request (Bond Fund) as allowed by law.

BE IT FURTHER RESOLVED that said Public Airport has repayment of Interest-Free Loans from the Department of Aeronautics for \$23,580.00 and is included in the above tax request (General Fund) as allowed by law.

BE IT FURTHER RESOLVED that said request for property tax includes a 1% for county collection fee.”

Roll call vote: Burke, yes; Morrow, yes; Oden, yes; and Vasa, yes. Anderson, absent and not voting. Motion carried.

Egr presented information on activities at the Wahoo Airport including the recent issues with 100LL and Jet Fuel shortages. The situations causing these shortages were reviewed and discussed. Egr reported the courtesy cars both need maintenance that may be significant and was authorized to proceed, with any major maintenance improvements being discussed prior to proceeding.

Phil Lorenzen with D.A. Davidson was present to review the financial position of the Airport Authority with the Board. A motion was made by Burke, seconded by Morrow, to approve an underwriting engagement agreement with D.A. Davidson and authorize the Chairperson to sign said document. Roll call vote: Burke, yes; Morrow, yes; Vasa, yes; and Oden, yes. Anderson, absent and not voting. Motion carried.

Lorenzen discussed interim and final financing for the taxiway and runway improvements as well as other potential funding needs. He reviewed the property tax levy that the Authority is allowed by statute and reported that the Authority is clearly under the \$.07 levy amount that is allowed. Discussion was held about the future bonding capacity of the Authority for the future runway improvement that is anticipated in 2021. It was agreed there is not a need for cash flow financing for the current taxiway improvement project and thus moving to permanent financing is the best option. It was agreed Lorenzen and Harrell will develop a complete list of projects and needs and will base borrowing off these proposed numbers. Final approval of issuance will be back before the Authority at the August meeting.

Steven Sherwood was present to report to the Authority that their client/customer has given the commitment to Sierra Bravo Aviation and Sandhills Aviation of future agreements, and thus is interested in moving forward with the construction of additional hangar buildings.

Motion was made by Burke, seconded by Morrow to approve the June minutes as presented. Roll call vote: Burke, yes; Morrow, yes; Oden, yes; and Vasa, yes. Anderson, absent and not voting. Motion carried.

A motion was made by Oden, seconded by Morrow, to approve the following claims submitted for payment:

AUTO	Wahoo Utilities	\$582.29
AUTO	NE Dept of Aeronautics	2,510.00
7827	Egr Aviation, LLC	3,000.00
7828	Sierra Bravo Aviation	500.00

7829	Windstream	231.15
7830	Waste Connections	40.00
7831	Bromm, Lindahl, etal	50.00
7832	Region V Services	122.56
7833	Bomgaars	93.29
7834	First Edition Printing	108.00
7835	Jackson Services	25.98
7836	Martin Marietta	1,315.39
7837	Olsson Associates (1-3)	75,925.56
7838	Revolving Fund	50.00
7839	VISA – Dept of Ag – Pump Reg	52.81
DEBIT	Sunmart	75.64
DEBIT	Sunmart	35.53
1040	Chris Banyas	472.42
AUTO	World Fuel – Jet	20,558.19
AUTO	World Fuel – 100LL	30,938.28
AUTO	World Fuel	<u>30.00</u>
		\$136,717.09

Roll call vote: Oden, yes; Morrow, yes; Burke, yes; and Vasa, yes. Anderson, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Vasa to adjourn at 5:25 p.m. Roll call vote: Burke, yes; Vasa, yes; Morrow, yes; and Oden, yes. Anderson, absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

WAHOO AIRPORT AUTHORITY

August 13, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Jay Morrow called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Vasa, and Anderson. Absent were Oden and Burke. Also present was Elliot Egr and Phil Lorenzen. Oden entered the meeting late.

Morrow called for items not listed on the agenda and none were presented.

Phil Lorenzen was present to review the financing of several projects for the Airport. Discussion was held on the debt service reserve restricted fund balance and how that money could be used for projects. The Board reviewed the financial documents presented by Phil and the impact of that on the Airport's annual budget, levy request, and operations. Lorenzen explained the settlement date and how this money would be available for the Airport to use. A motion was made by Vasa to introduce a resolution to authorize the issuance of general obligation airport authority bonds, Series 2018, in the amount of \$100,000. Motion was seconded by Anderson. Further explanation of each section of the resolution was provided by Lorenzen. Roll call vote: Vasa, yes; Anderson, yes; Oden, yes, and Morrow, yes. Burke, absent and not voting. Motion carried.

A motion was made by Vasa, seconded by Morrow to table any action on the Memorandum of Understanding between the Wahoo Airport Authority and Sandhills Aviation, LLC until next meeting. Roll call vote: Vasa, yes; Morrow, yes; Oden, yes; and Anderson, yes. Burke, absent and not voting. Motion carried.

The bid received from Egr Construction last fall was reviewed. Egr Construction had previously indicated they would honor their bid for construction yet this fall if the Authority was interested. The various options were reviewed. Discussion was held on whether investment in this building is the appropriate action to take. In addition to this expense there would be additional funds for the replacement of the bi-fold door. A motion was made by Anderson to table any action on the proposal to the next meeting, seconded by Vasa. Roll call vote: Anderson, yes; Vasa, yes; Oden, yes; and Morrow, yes. Burke, absent and not voting. Motion carried.

Morrow expressed concerns about the mowing that were expressed to him by a tenant of the Airport. Concerns were also expressed about the 100LL pump system and issues with the system working at all times.

Elliot Egr, maintenance contractor, reported maintenance issues/needs for the Jet Fuel system: 1) the single point hose for the Jet Fuel system needs to be replaced as it is showing damage, 2) the over the wing hose for the Jet Fuel system will need to be replaced next year, 3) at the fill point where the Jet Fuel truck attaches their hose to fill the tank, there is a valve that needs to be replaced, and 4) he inquired as to whether it would be possible to paint an arc near the Jet Fuel system to show a jet where they should pull up to fill so the hose will reach the aircraft. Vasa indicated he would check into that. He reported that at the 100LL fill facility, the west grounding cable needs to be replaced (\$300-\$400). He reported the Explorer courtesy vehicle needs several repairs and would cost over \$1,000 to repair. It was agreed this vehicle should be eliminated and eventually replaced, and that declaring this as surplus property should be placed on the next agenda to authorize disposal of the vehicle. Egr indicated Sandhills Aviation may be interested in offering a donation for a vehicle. Egr also explained some plans for installing a welcome sign to the airport near the main entrance of the facility.

Harrell reported on Corporate Hangar and the need for the storage issues in that facility to be addressed. She indicated a letter would be sent to the tenant to address the issues and attend the next Authority meeting to report intentions/actions.

A motion was made by Vasa, seconded by Anderson to approve the minutes of the July 2018 meeting as presented. Roll call vote: Vasa, yes; Anderson, yes; Oden, yes; and Morrow, yes. Oden, absent and not voting. Motion carried.

A motion was made by Vasa, seconded by Morrow, to approve the following claims submitted for payment:

AUTO	Wahoo Utilities	\$624.98
AUTO	NE Dept of Aeronautics	2,510.00
AUTO	DTC	54,677.50
7840	Egr Aviation, LLC	3,000.00
7841	Waste Connections	40.00
7842	Windstream	231.15
7843	Bromm Lindahl	50.00
7844	Region V Services	122.56
7845	Bomgaars	179.17
7846	Jackson Services	113.48
7847	Wahoo Newspaper	46.80
7848	Doug Humble	80.00
7849	Olsson Associates	3,750.00
7850	Roll Door	118.00
7851	Roll Door	443.45
7852	Storm Flying Services	31.00
7853	VISA – Registration for Conference	275.00
7854	Kurt Bohac	720.00
7855	Egr Construction	112.00
7856	Sierra Bravo Aviation	500.00
DEBIT	Sunmart	57.96
DEBIT	Sunmart	61.93
AUTO	World Fuel – Jet Fuel	20,546.48
AUTO	World Fuel – Jet Fuel	18,968.49
AUTO	World Fuel – 100LL	29,833.85
AUTO	World Fuel	<u>30.00</u>
		\$137,123.80

Roll call vote: Vasa, yes; Morrow, yes; Oden, yes; and Anderson, yes. Burke, absent and not voting. Motion carried.

A motion was made by Vasa, seconded by Anderson to adjourn at 5:24 p.m. Roll call vote: Vasa, yes; Anderson, yes; Oden, yes; and Morrow, yes. Burke, absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

WAHOO AIRPORT AUTHORITY

September 10, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Jay Morrow called the meeting to order at 4:33 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Oden and Burke. Absent were Vasa and Anderson. Also present was Elliot Egr.

Morrow called for items not listed on the agenda and none were presented.

The public hearing on the Airport budget for FY 2018-19 was declared open by Morrow as 4:34 p.m. Harrell presented the proposed budget and answered questions of the Board. A motion was made by Oden, seconded by Morrow at 4:37 p.m. to close the public hearing. Roll call vote: Oden, yes; Morrow, yes; and Burke, yes. Vasa and Anderson, absent and not voting. Motion carried.

Because only three of the five members of the Board were present, it was not possible to approve a 1% increase in unrestricted budget authority above the allowable growth of 2.5%.

The Budget was reviewed by Harrell. Questions were raised about fuel discounts and the debt service reserve. A motion was made by Burke, seconded by Morrow, to approve the budget for FY 2018-19 as presented. Roll call vote: Burke, yes; Morrow, yes; and Oden, yes. Vasa and Anderson, absent and not voting. Motion carried.

The letter sent to Scott Erickson was reviewed by the Authority regarding the condition of the corporate hangar and its use for storage of non-aeronautical items and unairworthy aircraft. Scott Erickson was present to review the condition of the hangar. He indicated the condition is being improved and that there are many items that have left the facility. He stated there were still items to be removed and that these are planned to be completed in the very near future – Tuesday or Wednesday of this week. Any items that are none aviation are being removed completely. Erickson explained the trailer sitting outside the hangar contains approximately 40 aircraft tires and seat covers, in addition to other aircraft parts. In addition to the Phenom being stored in the hangar, there were questions about the additional aircraft being stored in the hangar as to the airworthy condition. Erickson reported the only other plane in the hangar is currently in the process of a registration update with the FAA, but that it was currently airworthy. Morrow asked when he would be ready for an additional inspection, to ensure that all items are removed, and compliance is complete. Erickson asked for an additional 10 days before an additional inspection is done. A follow up inspection report will be presented to the Authority at the October meeting. A motion was made by Burke to table any action to the October meeting, but that inspections be completed in one week from today, as well as in two weeks from today, to ensure action is continuing to take place by the tenants, with reports submitted to the Board at the next meeting. Seconded by Morrow. Roll call vote: Burke, yes; Morrow, yes; and Oden, yes. Vasa and Anderson, absent and not voting. Motion carried.

Chairperson Morrow reported he attended the pre-construction meeting for the upcoming taxiway improvement project. He reported the work will begin on September 19th on the north side of the hangars, with the work to be completed by November 12th, and the final project completed entirely by December 1st. The contractor asked for all traffic in and out of the secure area to go to the north side of the main FBO hangar.

Egr reported Midwest Pump will be coming out to make repairs on the Jet Fuel system and will offer a quote on the single-point fill hose at that time. Egr also reported he could receive \$250 for the Explorer by taking it to All-Metals or U-Pull-It. A resolution to declare this as surplus will be on the next agenda. Egr also discussed the need to have the lighting in front of the main FBO hangar addressed this fall.

Harrell indicated there was money in the 2018-19 budget to get these repaired. Egr also asked about the non-airworthy aircraft that are located outside of the hangar and what the Authority wanted to do to address this. Burke asked these aircraft should be placed on the next agenda for eviction from the airport.

No report from the Airport Engineer.

A motion was made Morrow, seconded by Burke to approve the minutes of the August meeting as presented. Roll call vote: Morrow, yes; Burke, yes; and Oden, yes. Vasa and Anderson, absent and not voting. Motion carried.

A motion was made by Morrow, seconded by Oden to approve the following claims submitted for payment:

AUTO	Wahoo Utilities	\$581.04
AUTO	NE Dept of Aeronautics	2,510.00
7857	Egr Aviation, LLC	3,000.00
7858	Waste Connections	40.00
7859	Bromm, Lindahl, etal	50.00
7860	Region V Services	122.56
7861	Bomgaars	130.82
7862	Jackson Services	121.46
7863	Olsson Associates	1,125.00
7864	Olsson Associates	1,042.72
7865	Wahoo Newspaper	62.00
7866	Willard Van Buren	720.00
7867	Jake Vasa	246.34
7868	VISA	399.32
7869	Windstream	231.15
7870	City of Wahoo – 2017-18 property/equip ins	13,216.30
AUTO	World Fuel – 100LL	29,833.85
AUTO	World Fuel – Jet Fuel	18,968.49
AUTO	World Fuel	<u>30.00</u>
		\$72,431.05

Roll call vote: Morrow, yes; Oden, yes; and Burke, yes. Vasa and Anderson, absent and not voting. Motion carried.

A motion was made by Burke, seconded by Oden, to adjourn the meeting at 5:32 p.m. Roll call vote: Burke, yes; Oden, yes; and Morrow, yes. Vasa and Anderson, absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

WAHOO AIRPORT AUTHORITY

October 15, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Chairman Jay Morrow called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Oden, Anderson, and Vasa. Absent was Burke. Also present was Elliot Egr.

Morrow called for items not listed on the agenda and none were presented.

Egr explained there were issues with both courtesy vehicles provided by the Authority. He reported the 2003 Buick LeSabre was in an accident and received damages higher than the value of the vehicle. And the 2001 Ford Explorer had mechanical issues while being driven by a guest pilot and it was left stranded in Omaha. Egr explained Sierra Bravo was willing to either reimburse the Airport the value of the vehicle or purchase a vehicle to replace the LeSabre, as it was a pilot associated with their services that was using the vehicle. Concern was expressed by Authority members that Sierra Bravo is using the courtesy cars to travel outside of Wahoo on a regular basis. It was agreed the Airport needs to have a courtesy car available for transient pilots, but not for employees of the operator located at the Airport. A motion was made by Anderson, seconded by Morrow, to approve a policy to require Sandhills Aviation/Sierra Bravo be required to supply their own vehicles for their employees, except in instances when it can be used for in-town transportation. Roll call vote: Anderson, yes; Morrow, yes; Vasa, yes; and Oden, yes. Burke, absent and not voting. Motion carried.

A motion was made by Vasa asking for \$1,437 (average between trade-in and private party sale on Kelley Blue Book) as restitution for the damage caused to the 2003 Buick LeSabre in exchange for the car, seconded by Anderson. Roll call vote: Vasa, yes; Anderson, yes; Morrow, yes; and Oden, yes. Burke, absent and not voting. Motion carried.

Egr reported all aircraft sitting outside of hangars have been removed and there is no longer a need to proceed with eviction.

Egr presented photos from the inside of the corporate hangar showing the condition of items being stored in the hangar. Concern was expressed by Authority members about being able to evict a tenant when it is clear the aircraft can be moved in and out of the hangar without moving any stored items. There was conversation about what can be stored in a hangar when aircraft can be moved in and out of the hangar and is the primary use of the hangar. Discussion was held on the items stored outside of the hangar, and Harrell was directed to send notice to the tenant about the items being stored outside. A motion was made by Morrow, seconded by Vasa to send correspondence to the tenant requiring the items being stored outside the hanger be removed by the next meeting. Roll call vote: Morrow, yes; Vasa, yes; Oden, yes; and Anderson, yes. Burke, absent and not voting.

Egr reported the Jet Fuel pump needs to have new hoses for the entire system. A quote was presented by Egr for the work to be done, with an estimate of \$4,000 as total cost. A motion was made by Morrow, seconded by Oden, to proceed with the necessary repairs for the system. Roll call vote: Morrow, yes; Oden, yes; Vasa, yes; and Anderson, yes. Burke, absent and not voting. Motion carried.

Information was presented by Egr on a quote for a new mower for the Authority. A quote for a Hustler 72" mower was reviewed, for \$12,812.96, with a \$4,500 trade-in offered in addition to this price, resulting in a total price of \$8,312.96. A motion was made by Anderson, seconded by Vasa, to proceed with the purchase. Roll call vote: Anderson, yes; Vasa, yes; Oden, yes; and Morrow, yes. Burke, absent and not voting. Motion carried.

The Chairperson had nothing additional to report. Egr reported fuel will be purchased soon. IES fixed all lights at the Airport, but the Beacon is not working now. IES has been contacted to make the necessary repairs.

A motion was made by Anderson, seconded by Morrow to approve the claims.

AUTO	Wahoo Utilities	\$620.61
AUTO	NE Dept of Aeronautics	2,510.00
7871	Egr Aviation, LLC	3,000.00
7872	Ty's Outdoor	8,291.06
7873	Windstream	232.23
7874	Waste Connections	40.00
7875	Bromm Lindahl etal	50.00
7876	Region V Services	91.92
7877	Auto Alley	324.23
7878	Bobcat	2,850.00
7879	Gilmore Bell	1,500.00
7880	DA Davidson	1,750.00
7881	Jackson Services	25.98
7882	Inspro Insurance	10,082.00
7883	Inspro Insurance	3,391.00
7884	LARM	13,015.00
7885	Olsson Associates	2,371.08
7886	Maynard Smith	720.00
7887	VOID	0.00
7888	VISA – signs	91.90
DEBIT	Sunmart – vending supplies	88.72
1041	VISA – fuel testing supplies	338.51
AUTO	World Fuel	<u>30.00</u>
		\$51,414.24

Roll call vote: Anderson, yes; Morrow, yes; Oden, yes; and Vasa, yes. Burke, absent and not voting. Motion carried.

A motion was made by Morrow, seconded by Oden, to approve the minutes of the September meeting. Roll call vote: Morrow, yes; Oden, yes; Vasa, yes; and Anderson, yes. Burke, absent and not voting. Motion carried.

A motion was made by Anderson, seconded by Morrow, to adjourn the meeting at 5:08 p.m. Roll call vote: Anderson, yes; Morrow, yes; Vasa, yes; and Oden, yes. Burke, absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

WAHOO AIRPORT AUTHORITY

November 13, 2018

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Acting Chairman Jake Vasa called the meeting to order at 4:35 p.m. The Open Meetings Law was located in the room by the Chairman for the public’s use. The following board members answered roll call: Anderson and Oden. Absent was Burke and Morrow. Also present was Elliot Egr.

Vasa called for items not listed on the agenda and none were presented.

Discussion was held on the maintenance issues needed on the Authority’s maintenance hangar. Vasa reviewed the previous conversations the Board held on the use of this hangar, indicating the Authority could move their maintenance items to the west side, making the east side available for rent, provided the roof was repaired and the overhead door made operable. The Authority presented a request to NDA for a revolving loan for the door repairs, and Vasa indicated this loan was approved and would be a 50% loan, 50% cash provided by the Authority. A quote for the roof repair was also provided for a little less than \$25,000. Discussion was held on whether these investments should be made in the building, or not. Anderson moved that we proceed with obtaining official bids for the improvements to the roof and to the door. Motion seconded by Oden. Roll call vote: Anderson, yes; Oden, yes; and Vasa, yes. Burke and Morrow, absent and not voting. Motion carried.

The FAA Determination Letter was reviewed and the various items remaining to be addressed were discussed and reviewed. Language changes to remove the first right of refusal was discussed for the Storm Flying Lease for the Ag Hangar. Discussion was also held on how the same opportunity for rental of space could be provided to a future aerial operator that committed to comply with all minimum standards.

Egr reported that Hangar #33 is currently being subleased, as was approved by the Board on June 11, Oden moved to send the tenant of Hangar #33 notification that he will not have his lease renewed on January 1, 2019 in a sublease situation. Motion seconded by Anderson. Roll call vote: Oden, yes; Anderson, yes; and Vasa, yes. Burke and Morrow, absent and not voting. Motion carried.

The December meeting will be held on December 17th instead of December 10th.

Egr reported the taxiway lights are currently not working, nor is the beacon. A part in the electric regulator was identified as causing the problem and is in the process of being replaced. The beacon could have been disturbed by the construction taking place at the Airport currently, but the exact problem is still being identified. Olsson is aware of the problem and is working on a solution.

Egr also reported that a fuel inspection was conducted by Phillips 66 on both the 100LL and Jet Fuel systems. He reported we passed the inspection on both systems, with the exception of the one part that has previously approved for installation in the Jet Fuel system that is in the process of being replaced.

A motion was made by Vasa, seconded by Anderson, to approve the following claims submitted for payment:

AUTO	Wahoo Utilities	\$479.85
AUTO	NE Dept of Aeronautics	2,510.00
7889	Egr Aviation, LLC	3,000.00
7890	Windstream	232.18
7891	Waste Connections	40.00

7892	Bromm Lindahl etal	50.00
7893	Bromm Lindahl etal	187.50
7894	Region V Services	153.20
7895	DH Pace	361.25
7896	Jackson Services	25.98
7897	Zimmerman Oil	737.25
7898	Chuck McBride	720.00
AUTO	World Fuel/Ascent	29,754.20
AUTO	World Fuel	<u>30.00</u>
		\$38,281.41

Roll call vote: Anderson, yes; Oden, yes; and Vasa, yes. Burke and Morrow, absent and not voting. Motion carried.

A motion was made by Vasa to approve the October minutes as submitted, seconded by Oden. Roll call: Vasa, yes; Oden, yes; and Anderson, yes. Burke and Morrow, absent and not voting. Motion carried.

A motion was made by Anderson, seconded by Vasa, to adjourn the meeting at 5:24 p.m. Roll call vote: Anderson, yes; Morrow, yes; Vasa, yes; and Oden, yes. Burke, absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

The Wahoo Airport Authority, in accordance with agenda posted at City Hall, Post Office and First Bank of Nebraska, met in regular session at City Hall. Acting Chairman Jay Morrow called the meeting to order at 4:30 p.m. The Open Meetings Law was located in the room by the Chairman for the public's use. The following board members answered roll call: Oden, Burke, Vasa, and Anderson.

The Chairperson called for items not listed on the agenda and none were presented.

The resolution for the 2019 hangar lease rates was discussed. A motion was made by Burke, seconded by Anderson to adopt a 2019 hangar fee resolution with the same rates as 2018 lease rates. A motion to amend the original motion was made by Burke to remove the discount offered for Phillips card holders until this issue with providing the discount through the credit card processing system is fixed. Roll call vote on the amendment: Burke, yes; Anderson, yes; Vasa, yes; Morrow, yes; and Oden, yes. Motion carried. Roll call vote was held on the final adoption of the 2019 fee resolution: Burke, yes; Anderson, yes; Oden, yes; Morrow, yes; and Vasa, yes. Motion carried.

Motion by Burke to approve the 2019 Hangar Lease document as discussed, with due dates reflecting 2019 dates, seconded by Vasa. Roll call vote: Burke, yes; Vasa, yes; Morrow, yes; Oden, yes; and Anderson, yes. Motion carried.

Harrell indicated that Paul Taylor and Evan Taylor had expressed an interest in handling the maintenance at the airport in the interim. Harrell indicated that they were told this did not give them an advantage over any other potential contractor being considered for the maintenance contract in the future. A motion was made by Vasa, seconded by Morrow, to approve Evan Taylor and Paul Taylor as the interim maintenance contractor until a new maintenance contract is in place. Roll call vote: Vasa, yes; Morrow, yes; Burke, yes; Anderson, yes; and Oden, yes. Motion carried.

Vasa moved that the rate paid to the interim maintenance contractor be \$3,000 per month, prorated to the dates service provided. Motion seconded by Burke. Roll call vote: Vasa, yes; Burke, yes; Anderson, yes; Oden, yes; and Morrow, yes. Motion carried.

Morrow asked for volunteers to serve on a selection committee for the Maintenance Contractor and to review the applications received for this position. Burke and Anderson volunteered, and Morrow appointed both to be on the committee to review the applications, conduct the interviews, and make a recommendation to the Authority for contracting. It was agreed that the January meeting would be moved to January 21 from January 14 to allow for additional time to schedule and conduct interviews.

Discussion was held on whether the Board wanted to advertise in the Civil Air Patrol publication. A motion was made by Burke, to authorize an ad in the publication, seconded by Anderson. Roll call vote: Burke, yes; Anderson, yes; Oden, yes; Vasa, yes; and Morrow, yes. Motion carried.

The Chairperson reported that the display where you enter your information to purchase fuel on the 100LL system is practically un-readable. Morrow also reported that the construction project would be continuing into the next year instead of being completed as originally thought.

Harrell reported on the haying contract for 2018 – with receipts resulting in \$8,038.24 for the year for the hay. Harrell also reported a 2018 final fuel sales report would be submitted to the Authority at the next meeting. Harrell also indicated capital improvement information would be sent out to the Authority for consideration at the January meeting, that would need to be either approved or amended at that meeting since the deadline for submission to the NDOT was February 15, 2019.

Questions/concerns expressed about the Beacon light not being functional as well as the lighting for the windsock. Harrell indicated the beacon lighting was an issue with construction that the engineer is handling, and that the windsock lighting would be reviewed for the issue.

A motion was made by Morrow, seconded by Vasa, to approve the following claims submitted for payment:

AUTO	Wahoo Utilities	\$505.86
AUTO	NE Dept of Aeronautics	2,510.00
7899	Egr Aviation, LLC	3,000.00
7900	Egr Aviation, LLC (partial – Dec)	1,800.00
7901	Windstream	233.68
7902	Waste Connections	40.00
7903	Bromm, Lindahl, etal	50.00
7904	Region V Services	122.56
7905	Bomgaars	12.59
7906	BMG CPA	5,200.00
7907	Dutton Lainson	1,172.00
7908	Jackson Services	70.00
7909	Olsson Associates	6,353.39
7910	Saunders County Treasurer	77.54
7911	Sierra Bravo Aviation	3,430.83
7912	Mark Holoubek	26.00
7913	Larry Walls	140.00
7914	M.E. Collins Contracting	181,409.31
7915	U.S. Post Office	60.50
1042	NE State Fire Marshal	120.00
1043	QT Pod	695.00
AUTO	World Fuel	<u>30.00</u>
		\$207,059.26

Roll call vote: Morrow, yes; Vasa, yes; Oden, yes; Burke, yes; and Anderson, yes. Motion carried.

A motion was made by Vasa to approve the November minutes as submitted, seconded by Morrow. Roll call: Vasa, yes; Morrow, yes; Oden, yes; Anderson, yes; and Burke, yes. Motion carried.

A motion was made by Vasa, seconded by Oden, to adjourn the meeting at 5:05 p.m. Roll call vote: Vasa, yes; Oden, yes; Morrow, yes; Anderson, yes; and Burke, yes.

Melissa Harrell
Ex-Officio