

## 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.

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
AUTO	World Fuel	<u>30.00</u>
		\$9,086.69

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