

WAHOO AIRPORT AUTHORITY AGENDA

Monday, February 11, 2019 – 4:30 p.m.

Council Chambers, City Hall, 605 North Broadway, Wahoo

NOTICE IS HEREBY GIVEN that the Wahoo Airport Authority regularly meets on the second Monday of each month in the Council Chamber of City Hall at 605 North Broadway, Wahoo, Nebraska at 4:30 p.m. Notice of special meetings shall be given by posting a notice thereof on the bulletin board in City Hall, U.S. Post Office, and First Bank of Nebraska, at least 24 hours before the special meeting. All meetings are open to the public and the agenda, which is kept continually current, is available for public inspection at the office of the City Clerk at City Hall during normal business hours.

Individuals requiring physical or sensory accommodations, individual interpreter service, Braille, large print or recorded material, please contact the ADA Coordinator at City Hall, 605 North Broadway, Wahoo, Nebraska, 68066, telephone 402-443-3222 as far in advance as possible, but no later than 48 hours before the scheduled event.

Announcement of location of Open Meetings Act

(A copy of the Act is posted on the west wall of the Council Chambers for public review. The Act is also available in pamphlet form on request.)

Call to Order and Roll Call

Comments on items not listed on the agenda (no action will be taken on these items)

Action Items

1. Capital Improvement Plan for Wahoo Airport; authorization to submit discussed amendments to said Capital Improvement Plan
2. Hay ground lease – determination of terms of future lease agreement
3. Determination of how to proceed with replacement of overhead door in Authority's maintenance hangar

Chairperson's Report and associated actions

Maintenance Contractor Report and associated actions

Airport Engineer Report and associated actions

Ex-Officio Report and associated actions

1. Review of fuel sales, hangar rentals and rents received
2. Claims
3. Minutes

Adjournment

Next meeting date: Monday, March 11, 2019 at 4:30 p.m.

"No person in the United States shall, on the grounds of race, color, national origin, age, disability /handicap or sex, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity provided by the City of Wahoo, whether those programs and activities are federally funded or not. Complaints with regard to this policy must be filed in writing with the City Administrator/Clerk/Treasurer within 180 days of the alleged act of discrimination.

To the extent possible, accommodations will be provided for individuals with disabilities, in general, and interpreters, signers and alternate formatted materials will be provided, if requested. To assist in the City providing these accommodations please contact the Title VI Coordinator at City Hall, 605 North Broadway, Wahoo, Nebraska, 68066, telephone 402-443-3222 as far in advance as possible, but no later than 48 hours before the scheduled event."

WAHOO AIRPORT AUTHORITY

January 21, 2019

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 Vasa. Gaylord Anderson was absent from the meeting.

The oath of office was administered to Patrick Burke and Jay Morrow.

A motion was made by Oden to nominate Jay Morrow as Chairperson, Jake Vasa as Vice-Chairperson, and Merton Oden, as Treasurer for the next year, to cease nominations, and to file a unanimous ballot. Motion seconded by Burke. Roll call vote: Oden, yes; Burke, yes; Vasa, yes; and Morrow, yes. Anderson, absent and not voting. Motion carried.

Harrell indicated historically the Authority has posted the agendas at the following locations: Firstbank of Nebraska, U.S. Post Office, and City Hall. A motion was made by Burke, seconded by Morrow to post in the same three locations. Roll call vote: Burke, yes; Morrow, yes; Vasa, yes; and Oden, yes. Anderson, absent and not voting. Motion carried.

Motion by Burke, seconded by Vasa, to authorize the Chairperson to sign the retainer agreement with Bromm, Lindahl, Freeman-Caddy and Lausterer for monthly attorney services. Roll call vote: Burke, yes; Vasa, yes; Oden, yes; and Burke, yes. Anderson, absent and not voting. Motion carried.

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

A review of the Capital Improvement Plan was done by the Authority from the list that was submitted from the Nebraska Department of Aeronautics to the Authority for review. Discussion was held on the timing of the future runway project and exactly what that project would include as well as how this will be funded. A motion was made by Burke to authorize Vasa to review the cost estimates as currently stated in the CIP with the Nebraska Department of Aeronautics, review these findings with Morrow, and proceed with filing with NDA. Motion seconded by Morrow. Roll call vote: Burke, yes; Morrow, yes; Oden, yes; and Vasa, yes. Anderson, absent and not voting. Motion carried.

The committee that met with the various applicants for the Maintenance Contract reported to the Authority. The applicants were interviewed by Jay Morrow, Jake Vasa, and Melissa Harrell. The following applications were received: Analytikos, LLC; Storm Flying Services; Papa Tango, LLC (Paul and Evan Taylor); and Robbie Koranda. Vasa verbally reported the highlights of each contractor interviewed to the Authority. He indicated the committee narrowed the selection down to Papa Tango, LLC and Robbie Koranda. Due to the lack of aviation experience of Robbie Koranda, it was the committee's recommendation to enter into the Maintenance Agreement with Papa Tango, LLC, at a rate of \$36,000 per year, and that the Chairperson be authorized to sign the agreement. A motion was made by Vasa, seconded by Burke to proceed with the agreement as stated. Roll call vote: Vasa, yes; Burke, yes; Morrow, yes; and Oden, yes. Anderson, absent and not voting. Motion carried.

It was reported that Region V Services will no longer be providing cleaning services at the Airport. Morrow moved that in addition to the contract above, Papa Tango, LLC be offered \$60 per month for cleaning the facilities, motion seconded by Oden. Roll call vote: Morrow, yes; Oden, yes; Vasa, yes; and Burke, yes. Anderson, absent and not voting. Motion carried.

A motion was made by Vasa, seconded by Morrow, to approve the pay application to M.E. Collins Contracting for the construction project as presented. Roll call vote: Vasa, yes; Morrow, yes; Oden, yes; and Burke, yes. Anderson, absent and not voting. Motion carried.

Discussion was held on the ability for a current tenant with an aircraft for sale to transfer the hangar with the aircraft, contingent on approval by the Authority. A motion was made by Morrow to adopt a policy to allow existing tenants who are selling their aircraft the ability to transfer the lease agreement to the purchaser of the aircraft with approval by the Authority, and with the new lessee being required to pay the deposit on the hangar. Motion seconded by Burke. Roll call vote: Morrow, yes; Burke, yes; Oden, yes; and Vasa, yes. Anderson, absent and not voting.

Burke reported that Sierra Bravo Aviation will be doing some work on an aircraft that will require the aircraft to be stored outside without an engine, while the repair work is being completed, and due to storage space are not able to store the aircraft in the hangar, due to the amount of work currently scheduled. It was agreed that this could be allowed and should be monitored by the Authority.

Vasa was excused from the meeting at 5:14 p.m.

Chris Corr with Olsson was present to review the current status of the project at the Airport. He indicated the south part of the project was delayed until a break in weather will accommodate the work. He reported the electronic issues that were taking place with the NDB, runway lights, and beacon light have been resolved.

Harrell reported to the Authority that the fuel sales for 2018 were approximately 15,000 gallons more in 100LL and that Jet Fuel sales had increased by approximately 4,000 gallons from 2017.

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

AUTO	Wahoo Utilities	\$666.81
AUTO	NE Dept of Aeronautics	2,510.00
7916	Windstream	248.93
7917	Waste Connections	40.00
7918	Bromm, Lindahl, etal	50.00
7919	Region V Services	30.64
7920	BMG CPA, LLP	1,000.00
7921	Bomgaars	3.99
7922	Civil Air Patrol	145.00
7923	General Fire & Safety	221.75
7924	IES Commercial	1,415.50
7925	Jackson Services	26.74
7926	LARM	115.01
7927	Wahoo Newspaper	390.02
7928	Verlyn Olsberg	720.00
7929	George Richmond	720.00
7930	Andrew Schnatz	1,440.00
7931	Papa Tango, LLC	1,300.00
7932	Olsson	27,748.71
7933	M.E. Collins Contracting	151,520.99
1044	QT Pod	695.00
AUTO	World Fuel	<u>30.00</u>

\$191,039.09

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

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

A motion was made by Burke, seconded by Oden, to adjourn the meeting at 5:28 p.m. Roll call vote: Burke, yes; Oden, yes; and Morrow, yes. Anderson and Vasa, absent and not voting. Motion carried.

Melissa Harrell
Ex-Officio

DRAFT

Bills for Approval 02/11/19

Check #	Vendor	Description	Amount
<u>AIRPORT OPERATING ACCOUNT - Recurring Monthly</u>			
AUTO	Wahoo Utilities	Utilities - elec, water, sewer for Admin/FBO & all exterior	\$ 687.54
AUTO	Wahoo Utilities	Utilities - water for hydrant	\$ 22.05
AUTO	Wahoo Utilities	Utilities - elec for AWOS	\$ 52.10
WIRE	DTC	Feb 15 Bond Interest Payment	\$ 3,952.50
AUTO	NDA	Hangar Loan - new hangar	\$ 1,965.00
AUTO	NDA	NDB Maintenance - monthly	\$ 160.00
AUTO	NDA	AWOS - monthly	\$ 385.00
_____	First Bank of Nebraska	Bond Payment	\$ 1,156.94
_____	Papa Tango	Maintenance & Snow Removal - January 2019	\$ 3,060.00
_____	Windstream	Phone and internet <i>and cleaning.</i>	
_____	Waste Connections	Garbage	\$ 40.00
_____	Bromm Lindahl etal	Retainer Agreement	\$ 50.00
<u>AIRPORT OPERATING ACCOUNT - General Maintenance, Specific Projects, varies each month</u>			
_____	BMG	Progress Billing on 2017-2018 Audit	\$ 1,100.00
_____	Bomgaars	Light Bulbs, Flush valve, Cover Box	\$ 70.61
_____	Jackson Services	Mats for facility	\$ 97.72
_____	First Edition Printing	Airport checks	\$ 176.00
_____	IES Commercial	Taxiway Lights out, Troubleshoot lights, Reset	\$ 520.00
_____	Office Net	Receipt book	\$ 42.70
_____	Olsson	Wahoo Taxiways <i>(hold until approved by NDA)</i>	\$ 1,136.81
<u>AIRPORT FUELS ACCOUNT</u>			
AUTO	World Fuel - Ascent	Monthly Dial Fee	\$ 30.00
AUTO	World Fuel - Ascent	Jet A W/Additive	\$ 18,913.92
TOTAL			\$ 33,618.89