Blair Airport Authority Regular Meeting
Tuesday, June 16, 2026

Agenda Item #1 – The Blair Airport Authority met in regular session in the City Council Chambers on Tuesday, June 16, 2026, at 7:00 PM and was called to order by Chairman Johnson.

The Chairman publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held. Notice of the meeting was given in advance thereof by publication in the Washington County Enterprise as shown by the affidavit of publication filed in the City Clerk's office. Notice of the meeting was simultaneously given to the members of the Blair Airport Authority and the agenda is filed in the City Clerk's office. Availability of the agenda was communicated in the advance notice and in the notice to the Blair Airport Authority of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Agenda Item #2 – Pledge of Allegiance

Agenda Item #3 – Roll call of members – The following were present: Wes Baedke, Dan Hunt, Dave Johnson, and Marty Rump. Absent: Faye Jones. Also present were City Administrator Green, Deputy City Administrator Barrow, and Heather Olson with Olsson Engineering.

Agenda Item #4 – Approval of minutes of the June 2, 2026, special meeting – Board member Rump identified two corrections in the June 2, 2026 special meeting minutes: Agenda Item 1 incorrectly labeled the session as a 'regular session' instead of a 'special session,' and Agenda Item 3 had the attendance of Dr. Johnson and Fay Jones reversed (Johnson was present; Jones was absent). Rump noted that all vote records were otherwise accurate. Motion by Marty Rump, second by Dan Hunt to approve the minutes of June 2, 2026, special meeting as amended. Board members voted as follows: Wes Baedke: Yea, Dan Hunt: Yea, Dave Johnson: Yea, Faye Jones: Absent, Marty Rump: Yea. All Board members voted: Yea: 4, Nay: 0, Absent: 1. Chairman Johnson declared the motion carried.

Agenda Item #5 – Financial Reports for May 2026 – Board member Rump questioned a significant overage in property tax revenue on the debt service line. City Administrator Green explained that when the airport transitioned two budget cycles ago to splitting the mill levy between the general fund and debt fund, the county treasurer had been holding and misallocating tax receipts. Deputy City Administrator David Scott investigated and discovered approximately a year, and half worth of revenue had accumulated at the county that was then sent in one lump sum, all incorrectly coded to the debt fund rather than split between general and debt funds. Green committed to correcting the allocation. This misallocation also explains why the cash account appeared low. Additional overages in property tax credit and homestead exemption lines were attributed to the same batch payment. A payment of approximately $600 to 'Leak Specialists' was identified as an annual fuel tank inspection to evaluate underground leakage by comparing fuel input to sales. Motion by Wes Baedke, second by Marty Rump to approve the financial reports for May 2026 as presented. Board members voted as follows: Wes Baedke: Yea, Dan Hunt: Yea, Dave Johnson: Yea, Faye Jones: Absent, Marty Rump: Yea. All Board members voted: Yea: 4, Nay: 0, Absent: 1. Chairman Johnson declared the motion carried.

Agenda Item #6 – Consider Resolution No. 2026-015 approving Master Agreement Work Order No. 22 with Olsson, Inc. for Professional Services related to the North Hangar Expansion - Sanitary Sewer and Water System Conceptual Plan – Board member Baedke introduced Resolution No. 2026-015 authorizing an engineering study with Olson Inc. at a cost of $25,000 in local funds (no state reimbursement). The study covers the north hangar area and involves a topographic survey and conceptual drawings for sanitary sewer, including leach field verification for maximum build-out and water main routing. Heather Olson from Olsson Inc. noted that the design should be sized to full capacity to obtain NDEE approval in advance, allowing the airport to proceed at any time. A directional typo was identified in Task 2B (referenced 'south' instead of 'north'). The study is scheduled to begin in August with completion in November, though most costs will fall within the current fiscal year ending September 30. Motion by Dan Hunt, second by Marty Rump to adopt Resolution No. 2026-015 as presented. Board members voted as follows: Wes Baedke: Yea, Dan Hunt: Yea, Dave Johnson: Yea, Faye Jones: Absent, Marty Rump: Yea. All Board members voted: Yea: 4, Nay: 0, Absent: 1. Chairman Johnson declared the motion carried.

Agenda Item #7 – Consider approval of a site reservation process and reservation fee for future hangar development in accordance with the existing Airport Layout Plan (ALP) – The board reviewed and approved a site reservation process for four future corporate hangar lots (Q, R, S, and U) on the north development area, consistent with the existing Airport Layout Plan (ALP). Lots P1, P2, and O are reserved for the FBO and Jet Center. The process involves a downloadable PDF application form on the city's website (BlairNebraska.gov under Blair Executive Airport), submission of a completed form with a $5,000 reservation fee check, and a minimum five-day open window starting Monday, July 22. The $5,000 fee is refundable for non-selected applicants; selected applicants' deposits are retained and credited toward future lease obligations. Several amendments were discussed and incorporated: (1) language clarifying that failure to begin construction within one year of notice to proceed results in both forfeiture of the $5,000 deposit and cancellation of the lot reservation; (2) clarification that lease fees are calculated on the square footage of the entire lot, not just the hangar footprint; (3) addition of a ranked lot preference system (first through fourth choice) instead of a single desired lot selection; (4) the reservation window page will display bold open and close dates and be taken offline once the period closes. The notice to proceed will only be issued after infrastructure (taxiway) is in place, anticipated during 2027. Applications will be forwarded to the board as received, and a two-person review committee made up of Board members Rump and Hunt will evaluate applications and make a recommendation to the full board. Matt Kathol, 15962 County Road 49, Omaha, NE raised the concern that requiring separate $5,000 checks for each desired lot was undesirable for someone seeking just one lot. The Board clarified that the $5,000 is per application/person, not per lot. The Board discussed scenarios involving too few or too many applications: if fewer than four are received, the window will stay open or reopen; if more than four, the Board will evaluate them all at the next regular meeting. A special meeting could be called if needed. Motion by Dan Hunt, second by Wes Baedke to approve the reservation process and reservation fee for future hangar development. Board members voted as follows: Wes Baedke: Yea, Dan Hunt: Yea, Dave Johnson: Yea, Faye Jones: Absent, Marty Rump: Yea. All Board members voted: Yea: 4, Nay: 0, Absent: 1. Chairman Johnson declared the motion carried.

Agenda Item #8 – Reports

1. SkyWerx – No Report
2. City Administrator Green reported on the maintenance report for Assistant Airport Manager Corey in his absence. Key incidents and items: (1) A mechanical failure caused an aircraft to land across County Road 38A in an adjacent field. No injuries or serious aircraft damage occurred; the pilot was able to restart and taxi on the highway back to the airport with an escort. The FAA was notified and was investigating but no pilot error was suspected. (2) The safety lock on the OPD hangar door was replaced; an invoice is expected next month. (3) The gate on the GA side had a belt break; gears and belts are being repaired and parts are on order. (4) At T4, a pilot's wife inadvertently attempted to open the main hangar door while the inner door was open, causing approximately $5,000 in damage. The tenant has been informed and will pay the invoice. (5) Aggressive weed control is underway across the grounds, terraces, and north extension area. The Board discussed the adequacy of current hangar lease language regarding tenant liability for damage, noting that existing leases require insurance and listing the city as additional insured but may lack sufficient specificity around negligence/hangar damage. Phil Green and Dan Hunt agreed that the hangar leases warrant review and revision, particularly around compliance enforcement and liability assignment.
3. Flowage Fee:
   1. 100LL- $451.54
   2. Jet A- $3,222.54
4. Update on Current Construction Projects – Heather Olson, Olsson, Heather from Olson Inc. provided the following updates: (1) Sanitary Sewer Project: Contractor Henton is mobilizing with pipes and manholes already on site; construction to begin the following day with an estimated two-week completion timeline. (2) Runway Extension and County Road Relocation: Contractor Paulson will mobilize July 6, 2026, following rain delays. The county road relocation is estimated complete by mid-October (weather dependent). Runway grading work is anticipated to be complete by November 2026. During the 2026 grading phase, runway closures will be limited to 7 AM–7 PM on weekdays only; three to four days of grading near the runway safety area may require closure, but the contractor will attempt to complete that work within the daily closure window. Approximately five days of full 24-hour closure may be needed. (3) 2027 Full Closure: When runway reconstruction (concrete replacement), extension paving, joint sealing, pavement marking removal, new lighting installation, and new PAPI/reel installation occur, the runway will be fully closed for up to five months. The apron will remain accessible. Contractor Paulson plans to begin as early as possible in spring 2027; because grading will be completed in fall 2026, spring work can begin quickly with recompaction and rock placement before paving in April or May. Work on existing pavement is less rain-sensitive than new earthwork. Paulson is motivated to complete quickly as they have other projects. Aaron Barrow is developing a tenant email list for closure notifications. Weekly construction meetings are held on Thursdays at 1:30 PM; board members may attend and meeting minutes will be distributed. Police and fire departments are being notified of all closures. Progress on FAA instrument approach procedures is moving slowly on the FAA's side. Olsson has provided all required information and continues to update the FAA on construction timelines. New approaches are slated for implementation post-construction in the Geo-Door system. Once runway

reconstruction is complete, the FAA must conduct a flight check before new approaches can be made live. There is a transitional period during which the existing approaches may be affected; Hunt asked whether the existing southern approach could still be flown during this period. Olson indicated it should remain available but acknowledged the complexity of the transition timeline. The seeding contractor has requested release of funds. Olson inspected the area and noted mixed results: some areas have poor germination due to standing water/puddles, while other areas are showing growth. Henton's sanitary sewer work has disturbed some seeded areas, which will be reseeded upon Henton's completion. Additional seeding will follow concrete placement this fall. The one-year warranty with the seeding contractor remains in force for touchup work. Chairman Johnson noted visible new growth after recent rains.

5. Airport Manager's Report – City Administrator Green provided two significant updates. First, short-term financing has been arranged with RVR Bank (BANS). All local funds spent on engineering over the past three years (runway extension, road relocation, executive hangars) that were paid from cash rather than bonded. These will be drawn down under the BANs and eventually rolled into a long-term note covering the local 3% share of the runway project. Board members were advised to expect drawdown activity on future financial statements. Second, Green announced his resignation effectively at the end of August 2026. He raised the question of long-term airport management structure, noting that future city administrators are unlikely to have airport expertise. He recommended the board consider appointing Aaron Barrow as interim airport manager and begin discussions with the city about a long-term management arrangement, potentially expanding Olson Inc.'s contract to cover coordination tasks. Trevor (Assistant Airport Manager) was also identified as a capable candidate for increased responsibility. Green recommended investing in training and conference attendance for whoever assumes the role. Olson confirmed Olsson can assist with state coordination, FAA grant deadlines, and capital improvement plan submissions, particularly the critical October application window. The Board thanked Green for his service.

Agenda Item #9 – Adjournment – Motion by Wes Baedke, second by Dan Hunt to adjourn the meeting 8:07 p.m. Board members voted as follows: Wes Baedke: Yea, Dan Hunt: Yea, Dave Johnson: Yea, Faye Jones: Absent, Marty Rump: Yea. All Board members voted: Yea: 4, Nay: 0, Absent: 1. Chairman Johnson declared the motion carried.

Wes Baedke, Secretary

Brenda Wheeler, Recording Secretary