

Airport Authority Meeting
Thursday, March 17, 2022 8:15 AM
Crete City Hall
243 E 13th Street
Crete, NE 68333

1. Open Meeting

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Council Chambers.
- Items listed on the agenda may be considered in any order.

2. Roll Call

- Attendance of members will be recorded to determine the presence of a quorum for official actions.

3. Petitions - Communications - Citizen Concerns

- Citizen testimony may be limited to 3 minutes per person.
- Please do not repeat testimony that has already be heard.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

4. Items of Business

- Action may be taken to discuss/limit discussion, to hear testimony in favor of or in opposition to, and to approve or disapprove any matter presented under this title.

4.A. Consider approving a quote from Dick Hollman Fencing for pasture fence repairs in the amount of \$4,400.

4.B. Consider approving a quote for concrete repairs.

4.C. Consider approving a quote for repairs to Hangar #1.

4.D. Consider buy back proposal from Crete Fuel.

5. Officers' Reports

- Reports may be given by Officers, City Departments, Committees, or Authority members concerning the current operations of the Airport.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

5.A. Airport Manager Report

5.B. Authority Chair and Member Reports

6. Consent Agenda

- All items listed on the consent agenda will be approved by one motion and vote. No separate discussion of these items will occur unless the Chair, an Authority member, or a citizen so requests. If such a request is made, the item will be moved out of the consent agenda and considered separately.

6.A. Approve Meeting Minutes

6.B. Accept the City Treasurer's Report

6.C. Approve the Payment of Claims Against the Airport Authority

7. Adjournment

Disclaimers & Notices

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.
- The City of Crete assures that no person 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 be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at www.crete.ne.gov.

Dick Hollman Fencing

Date: March 10, 2022

Quote: F331022

From: Dick Hollman Fencing

Dick Hollman

26230 SW 72nd Street

Hallam NE 68368

To: Crete Municipal Airport

Description	Quantity	Rate	Amount
Repair fence on East boundary where plane went through. Materials; Posts, wire, misc. Labor with equipment: East Fence Total:	4 hrs.	\$100/hr.	\$400.00 <u>\$400.00</u> \$800.00
South Pasture Fence Repair: Materials: Posts and wire and misc. Labor: Total South Pasture Fence Repair:	10 hrs.	\$100/hr.	\$700.00 <u>\$1000.00</u> \$1700.00
Repair fence on South side of North pasture. Materials: Labor: Total for fence South side North Pasture	8 hrs.	\$100/hr.	\$500.00 <u>\$800.00</u> \$1300.00
Repair Fence East of driveway along Road Materials: Labor: Total for Fence East of Driveway along Road	3 hrs.	\$100/hr.	\$300.00 <u>\$300.00</u> \$600.00

Grand Total		Total	\$4400.00

Thank you for your business,

Dick Hollman

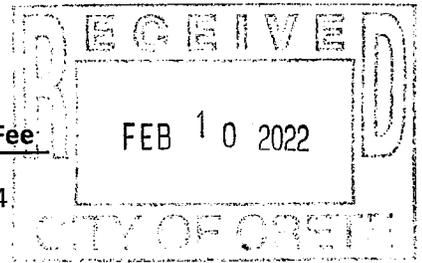
**Decomission Old Fuel Farm
Unpumpable Gallons**

Buyback from Crete Fuel

	<u>100LL</u>	<u>Jet-A</u>	<u>MoGAS</u>
Gallons	100	100	65
Wholesale Cost	\$4.31	\$2.51	\$2.70
Buyback	\$431.00	\$251.00	\$175.50

TOTAL	\$857.50
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Crete Fuel, LLC
Flowage Tracker - 2022



	<u>100LL</u>	<u>Jet-A</u>	<u>Total Gallons</u>	<u>Flowage Fee</u>
Jan	946.9	1,886.1	2,833.0	\$226.64
Feb			0.0	\$0.00
Mar			0.0	\$0.00
Apr			0.0	\$0.00
May			0.0	\$0.00
Jun			0.0	\$0.00
Jul			0.0	\$0.00
Aug			0.0	\$0.00
Sep			0.0	\$0.00
Oct			0.0	\$0.00
Nov			0.0	\$0.00
Dec			0.0	\$0.00
	<u>946.9</u>	<u>1,886.1</u>	<u>2,833.0</u>	<u>\$226.64</u>

2022 projects / Un-AIP funded Revised 3/12/22

1. Clean out upstairs office, store current manuals
 2. Clean up Conference room, store airport drawings & carpet R&R **\$900**
 3. Roll Grass runway (Gana) March or April \$_____
 4. Clean up scrap / recycle
 5. Repair crack in sidewalk, remove old sign, north side of FBO
 6. Caulk window exteriors, FBO bldg
 7. Clean up concrete rubble, remove old broken concrete pad, in front of Gana hangar
 8. Pasture Fence repair **Estimate \$4400 total**_South boundary fence, posts near dog park and north road- Hollman fencing @402.890. 3132
 9. Upgrade MX hangar heat Estimate \$_____
 10. Replace Facia on Air Methods office area Estimate \$_____
 11. Joint and crack seal program Create annual budget to comply?
- Remove NDB Shack from pasture ??
- Upgrade courtesy vehicle Budget \$_____
- Upgrade riding mower / Lease option ?
- Skid steer with attachments Budget \$_____
- Repair broken area of entry road (Get estimate from Snyder/Dimas)
- Entry road Culvert repair
- Concrete T hangar approaches

2/22-Saline county roads has been notified of sign interference on west road.



CRETE AIRPORT AUTHORITY MEETING

February 10, 2022 at 8:15 AM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Anthony Fitzgerald: Absent
Greg Hier: Present
Kirk Keller: Present
Howard Nitzel: Present
Blaine Spanjer: Present
Present: 4, Absent: 1.

3. Petitions - Communications - Citizen Concerns

Angela Emrich was present to discuss future plans for possibly building a corporate hangar at the Crete Airport. She has researched funding options and discovered that there may be a grant that could be used to build the hangar so that the City would own the hangar and Emrich Spraying could lease it from the City. Chairman Spanjer said he would make some contacts about the grant if it is indeed in addition to the grants that are received from the FAA now.

4. Items of Business

4.A. Review annual independent audit by AMGL.

City Clerk Jerry Wilcox read a correspondence from Marcy Luth of AMGL that pointed out some highlights of the annual audit. She pointed out that there is an unqualified opinion, which is what is desired. The audit was for a 14 month period since the fiscal year dates changed to match the City of Crete.

Accept the audit report as presented. Carried with a motion by Howard Nitzel and a second by Kirk Keller.

Greg Hier: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye

Aye: 4, No: 0

5. Officers' Reports

5.A. Airport Manager Report

Shaun reported that the private developers are still working on a plan that will allow for the development of hangar homes on the Crete Municipal Airport.

5.B. Authority Chair and Member Reports

The Facility Committee of Howard Nitzel and Greg Hier have been assessing facilities and have compiled a list of projects for maintaining and improving the facilities. They have also been cleaning out upstairs at the admin building.

6. Consent Agenda

Approve the consent agenda items as presented. Carried with a motion by Kirk Keller and a second by Greg Hier.

Greg Hier: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye

Aye: 4, No: 0

6.A. Approve Meeting Minutes

6.B. Accept the City Treasurer's Report

6.C. Approve the Payment of Claims Against the Airport Authority

7. Adjournment

The meeting adjourned at 9:00 AM.

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING FEBRUARY 28, 2022

AIRPORT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
050-4001 PROPERTY TAX - BONDS	737.04	3,493.15	24,780.00	21,286.85	14.1
050-4002 HOMESTEAD ALLOCATION	.00	.00	1,000.00	1,000.00	.0
050-4007 MOTOR VEHICLE PRO-RATE	.00	24.53	50.00	25.47	49.1
050-4107 GS SALES	74.56	3,346.10	8,000.00	4,653.90	41.8
050-4215 PROPANE SALES	.00	(350.37)	.00	350.37	.0
050-4809 LB 1091 FUNDS	32,000.00	622,755.00	800,000.00	177,245.00	77.8
050-4904 MISCELANEOUS INCOME	14.36	9,329.96	20,000.00	10,670.04	46.7
050-4909 HANGAR RENT	12,220.00	55,924.03	80,000.00	24,075.97	69.9
050-4913 LEASE - LAND, BLDG., TOWER	17,571.64	19,453.28	18,000.00	(1,453.28)	108.1
TOTAL REVENUES	62,617.60	713,975.68	951,830.00	237,854.32	75.0
TOTAL FUND REVENUE	62,617.60	713,975.68	951,830.00	237,854.32	75.0
<u>{EXPENDITURES}</u>					
050-5220 TELEPHONE	120.47	606.39	1,400.00	793.61	43.3
050-5320 INFRASTRUCTURE PROJECTS	.00	590,754.54	800,000.00	209,245.46	73.8
050-5330 BUILDING & GROUNDS MAINT.	1,192.00	42,127.68	21,050.00	(21,077.68)	200.1
050-5390 PRINTING, PUBLICATIONS, LEGALS	11.45	133.63	500.00	366.37	26.7
050-5791 VEHICLE/EQUIPMENT REPAIRS	941.97	1,479.90	8,000.00	6,520.10	18.5
050-5800 VEHICLE/EQUIPMENT FUEL	.00	.00	2,000.00	2,000.00	.0
050-6020 MISC. SUPPLIES	.00	.00	600.00	600.00	.0
050-6199 MANAGER CONTRACT	3,333.34	16,666.70	50,000.00	33,333.30	33.3
050-7530 UTILITIES	2,365.13	7,404.85	20,000.00	12,595.15	37.0
050-8500 MISC. OPERATING	.00	.00	1,000.00	1,000.00	.0
050-9720 INSURANCE	1,343.23	12,706.16	17,500.00	4,793.84	72.6
050-9820 AUDIT EXPENSE	.00	2,725.00	.00	(2,725.00)	.0
050-9860 PROFESSIONAL SERVICES	.00	.00	5,000.00	5,000.00	.0
050-9970 DEBT AMORTIZATION	.00	.00	24,000.00	24,000.00	.0
050-9971 BOND INTEREST	390.00	390.00	780.00	390.00	50.0
TOTAL EXPENDITURES	9,697.59	674,994.85	951,830.00	276,835.15	70.9
TOTAL FUND EXPENDITURES	9,697.59	674,994.85	951,830.00	276,835.15	70.9
NET REVENUE OVER EXPENDITURES	52,920.01	38,980.83	.00	(38,980.83)	.0

Report Criteria:

Invoice Detail.GL account = "0500000"-0509999"

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	PO Number	Period	GL Account
CITY REVENUE FUND (860)									
21522	1	Invoice	SALES TAX	02/15/2022	03/10/2022	21.46		00/00	050-4107
21522	2	Invoice	SALES TAX	02/15/2022	03/10/2022	41.34		00/00	050-4215
02 22	1	Invoice	WATER	03/01/2022	03/17/2022	19.77		00/00	050-7530
Total CITY REVENUE FUND (860):						82.57			
CULLIGAN WATER SERVICE (1160)									
02 22	1	Invoice	WATER TREATMENT	03/01/2022	03/17/2022	73.50		00/00	050-7530
Total CULLIGAN WATER SERVICE (1160):						73.50			
DRAKE REFRIGERATION (1390)									
3232	1	Invoice	OFFICE AC REPAIR	01/31/2022	03/17/2022	432.93		00/00	050-5330
Total DRAKE REFRIGERATION (1390):						432.93			
ELEVATE AIR SERVICE LLC (1525)									
02 22	1	Invoice	AIRPORT MANAGEMENT	03/01/2022	03/17/2022	3,333.34		00/00	050-6199
Total ELEVATE AIR SERVICE LLC (1525):						3,333.34			
NORRIS PUBLIC POWER DISTRICT (3685)									
02 22	1	Invoice	ELECTRICITY	03/01/2022	03/17/2022	1,337.96		00/00	050-7530
Total NORRIS PUBLIC POWER DISTRICT (3685):						1,337.96			
SAPP BROS PETROLEUM (4505)									
IN3751930	1	Invoice	SRE PROPANE	02/07/2022	03/10/2022	278.60		00/00	050-7530
IN3751930	2	Invoice	#1 PROPANE	02/07/2022	03/10/2022	428.25		00/00	050-4215
IN3761800	1	Invoice	#1 PROPANE	02/21/2022	03/17/2022	326.71		00/00	050-4215
IN3761800	2	Invoice	SRE PROPANE	02/21/2022	03/17/2022	227.90		00/00	050-7530
IN3777486	1	Invoice	SRE PROPANE	03/07/2022	03/17/2022	278.11		00/00	050-7530
IN3777487	1	Invoice	#1 PROPANE	03/07/2022	03/17/2022	370.80		00/00	050-4215
Total SAPP BROS PETROLEUM (4505):						1,910.37			
SEWARD COUNTY INDEPENDENT (4590)									
143443	1	Invoice	MEETING NOTICE	02/23/2022	03/17/2022	11.45		00/00	050-5390
Total SEWARD COUNTY INDEPENDENT (4590):						11.45			
WINDSTREAM (5465)									
03 22	1	Invoice	PHONE-AIRPORT	03/01/2022	03/17/2022	120.23		00/00	050-5220
Total WINDSTREAM (5465):						120.23			
Grand Totals:						7,302.35			

<u>GL Period</u>	<u>Amount</u>
00/00	7,302.35
Grand Totals:	<u><u>7,302.35</u></u>

Vendor number hash: 37555
Vendor number hash - split: 47425
Total number of invoices: 12
Total number of transactions: 15

<u>Terms Description</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Net Invoice Amount</u>
Open Terms	7,302.35	.00	7,302.35
Grand Totals:	<u><u>7,302.35</u></u>	<u><u>.00</u></u>	<u><u>7,302.35</u></u>

Report Criteria:

Invoice Detail.GL account = "0500000"."0509999"
