

**Airport Authority Meeting**  
**Thursday, April 14, 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 a quote from Akrs Equipment to replace the mower deck at a cost of \$8,329.50

**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**

- 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](http://www.crete.ne.gov).

PO #:

Date: Mar 24 2022

Account #:

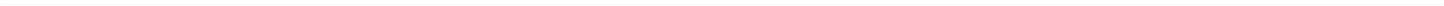
Dealer Information	Customer Information
Name: AKRS EQUIPMENT SOLUTIONS	Name: Crete Municipal Airport
Address: 2185 COUNTY ROAD H CRETE, NE 68333 United States	Address:
Phone: 4028264347	Phone:
Fax:	Email:
Contact: Clint McKenzie	Contact: Shaun Krzycki

Part No.	Description	PIN	Comment 1	Comment 2	Qty	Unit Price	Price
AM129501	Arm		Turf And Utility	72 - DECK	1	76.10	76.10
AM125172	Wheel Kit		Turf And Utility	72 - DECK	1	28.66	28.66
M115245	Roller		Turf And Utility	72 - DECK	4	25.11	100.44
14M7396	Lock Nut		Turf And Utility	72 - DECK	2	1.04	2.08
TCU19299	Axle		Turf And Utility	72 - DECK	2	15.91	31.82
UC28193	Wheel		Turf And Utility	72 - DECK	2	13.06	26.12
19M8006	Screw		Turf And Utility	72 - DECK	2	4.87	9.74
TCA15931	Mower Deck		Turf And Utility	72 - DECK	1	7429.54	7429.54

Currency:		Subtotal:	7704.50
Labor Hours:	5	Labor Rate:	125
		Labor:	625.00
		Shipping Method:	Shipping:
			Tax:
		<b>Total:</b>	<b>8329.50</b>

**Dealer Message:**







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## CRETE AIRPORT AUTHORITY MEETING

March 17, 2022 at 8:15 AM  
Crete City Hall, 243 East 13<sup>th</sup> Street

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### 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

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

#### 3. Petitions - Communications - Citizen Concerns

#### 4. Items of Business

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

Howard Nitzel reported some of this work has needed to be done for a couple of years and that \$800 of the quote should be reimbursed by the plane that went through the fence.

Approve the quote of \$4,400 for fence repairs by Dick Hollman Fencing Carried with a motion by Howard Nitzel and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye  
Aye: 4, No: 0

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

The amount of the quote was reviewed by Chris Corr from Olssons and was reported to be in the range for a project of this size.

Approve the quote of \$17,500 for driveway/parking concrete repairs by Dimas Construction Carried with a motion by Howard Nitzel and a second by Kirk Keller.

Anthony Fitzgerald: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye  
Aye: 4, No: 0

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

The quote was discussed and appeared to be higher than expected.

Table Hangar #1 facia repairs until a later date. Carried with a motion by Howard Nitzel and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye  
Aye: 4, No: 0

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

Shaun Krzycki reported that according to the measurements and tables, these are the amounts left in each tank. The price is what was paid to the Airport Authority when Crete Fuel took over the fuel sales.

Approve the unusable fuel buyback proposal from Crete Fuel in the amount of \$857.50 Carried with a motion by Anthony Fitzgerald and a second by Kirk Keller.

Anthony Fitzgerald: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye  
Aye: 4, No: 0

### **5. Officers' Reports**

#### **5.A. Airport Manager Report**

Shaun Krzycki reported that the old fuel tanks are ready to be disposed of. He will call a firm about pumping and disposing the 200-300 gallons of unusable fuel remaining.

City Clerk Jerry Wilcox reported that the Air Force Museum would like to see the base of the monument painted. Kirk Keller will contact the Boy Scouts about doing this.

#### **5.B. Authority Chair and Member Reports**

Items discussed for future repairs and replacement included the furnace for Hangar #2 offices and carpet in the conference room.

Chris Corr with Olssons reported that he is working on the closing documents for the fuel dispenser project with approximately \$80,000 remaining to pay.

### **6. Consent Agenda**

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

Anthony Fitzgerald: 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 6 MONTHS ENDING MARCH 31, 2022

**AIRPORT**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
050-4001	PROPERTY TAX - BONDS	929.77	4,422.92	24,780.00	20,357.08 17.9
050-4002	HOMESTEAD ALLOCATION	139.42	139.42	1,000.00	860.58 13.9
050-4007	MOTOR VEHICLE PRO-RATE	.00	24.53	50.00	25.47 49.1
050-4102	GAS & DIESEL FUEL SALES	( 857.50)	( 857.50)	.00	857.50 .0
050-4107	GS SALES	1,477.54	5,085.84	8,000.00	2,914.16 63.6
050-4215	PROPANE SALES	( 775.25)	( 1,125.62)	.00	1,125.62 .0
050-4809	LB 1091 FUNDS	28,854.00	651,609.00	800,000.00	148,391.00 81.5
050-4904	MISCELLANEOUS INCOME	.00	9,205.06	20,000.00	10,794.94 46.0
050-4909	HANGAR RENT	6,906.20	62,731.90	80,000.00	17,268.10 78.4
050-4913	LEASE - LAND, BLDG., TOWER	889.58	20,116.22	18,000.00	( 2,116.22) 111.8
	TOTAL REVENUES	37,563.76	751,351.77	951,830.00	200,478.23 78.9
	TOTAL FUND REVENUE	37,563.76	751,351.77	951,830.00	200,478.23 78.9
<u>{EXPENDITURES}</u>					
050-5220	TELEPHONE	120.23	726.62	1,400.00	673.38 51.9
050-5320	INFRASTRUCTURE PROJECTS	.00	590,754.54	800,000.00	209,245.46 73.8
050-5330	BUILDING & GROUNDS MAINT.	432.93	42,560.61	21,050.00	( 21,510.61) 202.2
050-5390	PRINTING, PUBLICATIONS, LEGALS	11.45	145.08	500.00	354.92 29.0
050-5791	VEHICLE/EQUIPMENT REPAIRS	.00	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	20,000.04	50,000.00	29,999.96 40.0
050-7530	UTILITIES	1,932.76	9,337.61	20,000.00	10,662.39 46.7
050-8500	MISC. OPERATING	.00	.00	1,000.00	1,000.00 .0
050-9720	INSURANCE	.00	14,049.39	17,500.00	3,450.61 80.3
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	.00	390.00	780.00	390.00 50.0
	TOTAL EXPENDITURES	5,830.71	682,168.79	951,830.00	269,661.21 71.7
	TOTAL FUND EXPENDITURES	5,830.71	682,168.79	951,830.00	269,661.21 71.7
	NET REVENUE OVER EXPENDITURES	31,733.05	69,182.98	.00	( 69,182.98) .0

## Report Criteria:

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

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	PO Number	Period	GL Account
<b>BAUER INSURANCE INC (410)</b>									
1321	1	Invoice	E&O INSURANCE	04/14/2022	04/14/2022	2,586.00		00/00	050-9720
Total BAUER INSURANCE INC (410):						2,586.00			
<b>CITY REVENUE FUND (860)</b>									
04152022	1	Invoice	WATER	04/14/2022	04/14/2022	24.77		00/00	050-7530
Total CITY REVENUE FUND (860):						24.77			
<b>CITY TAX FUND (865)</b>									
03242022	1	Invoice	INSURANCE ON FUEL SY	03/24/2022	04/14/2022	1,343.23		00/00	050-9720
Total CITY TAX FUND (865):						1,343.23			
<b>ELEVATE AIR SERVICE LLC (1525)</b>									
14	1	Invoice	AIRPORT MANAGEMENT	04/01/2022	04/01/2022	3,333.34		00/00	050-6199
Total ELEVATE AIR SERVICE LLC (1525):						3,333.34			
<b>LEAGUE ASSOC OF RISK MANAGEMENT (2705)</b>									
03242022	1	Invoice	LARM INS-FUEL FARM	04/14/2022	04/14/2022	1,343.23		00/00	050-1280
03242022	2	Adjustmen	LARM INS-FUEL FARM	04/14/2022	04/14/2022	1,343.23-		00/00	050-1280
Total LEAGUE ASSOC OF RISK MANAGEMENT (2705):						.00			
<b>NE ASSOCIATION OF AIRPORT OFFICIALS (3385)</b>									
2022	1	Invoice	MEMBERSHIP	04/14/2022	04/14/2022	250.00		00/00	050-8500
Total NE ASSOCIATION OF AIRPORT OFFICIALS (3385):						250.00			
<b>NORRIS PUBLIC POWER DISTRICT (3685)</b>									
04052022	1	Invoice	AIRPORT ELECTRICITY	04/14/2022	04/14/2022	1,292.88		00/00	050-7530
Total NORRIS PUBLIC POWER DISTRICT (3685):						1,292.88			
<b>SEWARD COUNTY INDEPENDENT (4590)</b>									
144718	1	Invoice	MEETING NOTICE	04/14/2022	04/14/2022	11.45		00/00	050-5390
Total SEWARD COUNTY INDEPENDENT (4590):						11.45			
<b>WINDSTREAM (5465)</b>									
04052022	1	Invoice	PHONE-AIRPORT	04/14/2022	04/14/2022	119.69		00/00	050-5220
Total WINDSTREAM (5465):						119.69			
Grand Totals:						8,961.36			

Report GL Period Summary

<u>GL Period</u>	<u>Amount</u>
00/00	8,961.36
<b>Grand Totals:</b>	<b>8,961.36</b>

Vendor number hash: 23490  
Vendor number hash - split: 26195  
Total number of invoices: 9  
Total number of transactions: 10

<u>Terms Description</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Net Invoice Amount</u>
Open Terms	8,961.36	.00	8,961.36
<b>Grand Totals:</b>	<b>8,961.36</b>	<b>.00</b>	<b>8,961.36</b>

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Report Criteria:

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

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