

**Airport Authority Meeting**  
**Thursday, May 12, 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 approval of the quote from the City Street Department to do crack sealing on the driveway and parking area at a cost of \$3,310.

**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

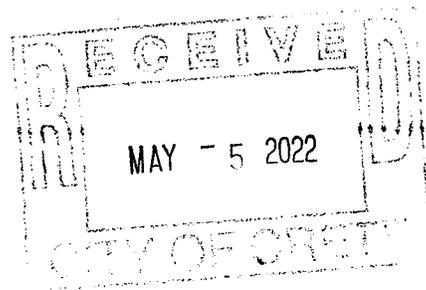
6.C. Approve the Payment of Claims Against the Airport Authority

**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).

**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	1,320.0	2,299.7	3,619.7	\$289.58
Mar	1,277.8	2,507.4	3,785.2	\$302.82
Apr	1,850.5	2,579.6	4,430.1	\$354.41
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>5,395.2</u>	<u>9,272.8</u>	<u>14,668.1</u>	<u>\$1,173.44</u>







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## CRETE AIRPORT AUTHORITY MEETING

April 14, 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

Anthony Fitzgerald: Absent

Greg Hier: Absent

Kirk Keller: Present

Howard Nitzel: Present

Blaine Spanjer: Present

Present: 3, Absent: 2.

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

#### 4. Items of Business

##### 4.A. Consider a quote from Akrs Equipment to replace the mower deck at a cost of \$8,329.50

Airport Manager Shaun Krzycki reported that the model of the current mower isn't made any longer. It is now harder to find the parts to fix it, which is why the quote seems expensive. Discussion was had about possibly getting a new mower instead, but they are running around \$30,000. The better option at this time would be not to purchase a new mower, but to fix the current one.

Accept the quote from Akrs Equipment to replace the mower deck at a cost of \$8,329.50. Carried with a motion by Howard Nitzel and a second by Kirk Keller.  
Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye  
Aye: 3, No: 0

## **5. Officers' Reports**

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

Airport Manager Shaun Krzycki reported only one empty hangar, which he is holding for someone with a bigger plane due to it being the only hangar big enough. Krzycki also mentioned that he has heard nothing from the person who was suggested to empty out the old fuel, but will attempt contacting them again. The issue of a hangar renter's kids messing around on four-wheelers and motorcycles out at the airport was brought up. Krzycki talked with the renter about it and it will hopefully stop.

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

Chairperson Blaine Spanjer reported that work has been started on the concrete cracks and gaps. Member Howard Nitzel went through the attached list of projects and gave an update on where all of the projects are at and when they are expected to be done. Nitzel also mentioned that April is the month to review and update FBO agreements, rates, areas, terms, and insurance certificates. Chairperson Spanjer suggested sending those updates out to everyone to make sure everything is in order and satisfactory.

## **6. Consent Agenda**

### **6.A. Approve Meeting Minutes**

### **6.B. Accept the City Treasurer's Report**

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

Approve consent agenda as presented. Carried with a motion by Kirk Keller and a second by Howard Nitzel.

Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye  
Aye: 3, No: 0

## **7. Adjournment**

CITY OF CRETE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING APRIL 30, 2022

**AIRPORT**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
050-4001 PROPERTY TAX - BONDS	1,463.54	5,886.46	24,780.00	18,893.54	23.8
050-4002 HOMESTEAD ALLOCATION	137.68	277.10	1,000.00	722.90	27.7
050-4007 MOTOR VEHICLE PRO-RATE	.00	24.53	50.00	25.47	49.1
050-4102 GAS & DIESEL FUEL SALES	.00	( 857.50)	.00	857.50	.0
050-4107 GS SALES	659.80	5,745.64	8,000.00	2,254.36	71.8
050-4215 PROPANE SALES	.00	( 1,125.62)	.00	1,125.62	.0
050-4809 LB 1091 FUNDS	57,000.00	708,609.00	800,000.00	91,391.00	88.6
050-4904 MISCELLANEOUS INCOME	.00	9,236.68	20,000.00	10,763.32	46.2
050-4909 HANGAR RENT	13,353.80	76,085.70	80,000.00	3,914.30	95.1
050-4913 LEASE - LAND, BLDG., TOWER	302.82	20,419.04	18,000.00	( 2,419.04)	113.4
<b>TOTAL REVENUES</b>	<b>72,917.64</b>	<b>824,301.03</b>	<b>951,830.00</b>	<b>127,528.97</b>	<b>86.6</b>
<b>TOTAL FUND REVENUE</b>	<b>72,917.64</b>	<b>824,301.03</b>	<b>951,830.00</b>	<b>127,528.97</b>	<b>86.6</b>
 <u>{EXPENDITURES}</u>					
050-5220 TELEPHONE	119.69	846.31	1,400.00	553.69	60.5
050-5320 INFRASTRUCTURE PROJECTS	94,083.49	684,838.03	800,000.00	115,161.97	85.6
050-5330 BUILDING & GROUNDS MAINT.	.00	42,560.61	21,050.00	( 21,510.61)	202.2
050-5390 PRINTING, PUBLICATIONS, LEGALS	11.45	156.53	500.00	343.47	31.3
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	23,333.38	50,000.00	26,666.62	46.7
050-7530 UTILITIES	1,317.65	10,655.26	20,000.00	9,344.74	53.3
050-8500 MISC. OPERATING	250.00	250.00	1,000.00	750.00	25.0
050-9720 INSURANCE	3,929.23	17,978.62	17,500.00	( 478.62)	102.7
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
<b>TOTAL EXPENDITURES</b>	<b>103,044.85</b>	<b>785,213.64</b>	<b>951,830.00</b>	<b>166,616.36</b>	<b>82.5</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>103,044.85</b>	<b>785,213.64</b>	<b>951,830.00</b>	<b>166,616.36</b>	<b>82.5</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 30,127.21)</b>	<b>39,087.39</b>	<b>.00</b>	<b>( 39,087.39)</b>	<b>.0</b>

Report Criteria:

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

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	PO Number	Period	GL Account
<b>AKRS EQUIPMENT (80)</b>									
3108185	1	Invoice	NEW MOWER DECK	04/25/2022	05/12/2022	9,418.20		00/00	050-5791
Total AKRS EQUIPMENT (80):						9,418.20			
<b>BAUER INSURANCE INC (410)</b>									
1322	1	Invoice	AIRPORT LIABILITY INSU	04/18/2022	05/12/2022	2,890.00		00/00	050-9720
Total BAUER INSURANCE INC (410):						2,890.00			
<b>CITY REVENUE FUND (860)</b>									
04 22	1	Invoice	WATER	05/01/2022	05/12/2022	19.77		00/00	050-7530
Total CITY REVENUE FUND (860):						19.77			
<b>CULLIGAN WATER SERVICE (1160)</b>									
04 22	1	Invoice	RO RENTAL	04/30/2022	05/12/2022	101.00		00/00	050-7530
Total CULLIGAN WATER SERVICE (1160):						101.00			
<b>ELEVATE AIR SERVICE LLC (1525)</b>									
15	1	Invoice	AIRPORT MANAGEMENT	05/01/2022	05/01/2022	3,333.34		00/00	050-6199
Total ELEVATE AIR SERVICE LLC (1525):						3,333.34			
<b>HACKEL CONSTRUCTION INC (2070)</b>									
4F	1	Invoice	FINAL NEW FUEL SYSTE	03/17/2022	04/19/2022	5,000.00		04/22	050-5320
3	1	Invoice	NEW FUEL SYSTEM	03/18/2022	04/25/2022	73,783.32		04/22	050-5320
Total HACKEL CONSTRUCTION INC (2070):						78,783.32			
<b>NORRIS PUBLIC POWER DISTRICT (3685)</b>									
04 22	1	Invoice	AIRPORT ELECTRICITY	05/01/2022	05/12/2022	945.47		00/00	050-7530
Total NORRIS PUBLIC POWER DISTRICT (3685):						945.47			
<b>OLSSON (3775)</b>									
404151	1	Invoice	FUEL SYSTEM	11/17/2021	04/19/2022	7,708.68		04/22	050-5320
408244	1	Invoice	FUEL SYSTEM	12/22/2021	04/19/2022	5,792.11		04/22	050-5320
411712	1	Invoice	FINAL FUEL SYSTEM	02/16/2022	04/19/2022	1,799.38		04/22	050-5320
Total OLSSON (3775):						15,300.17			
<b>SAPP BROS PETROLEUM (4505)</b>									
IN3823484	1	Invoice	PROPANE TEST & REPAI	04/29/2022	05/12/2022	123.50		00/00	050-5330
IN3804926	1	Invoice	SRE PROPANE	04/06/2022	05/12/2022	221.50		00/00	050-7530
IN3804926	2	Invoice	#1 PROPANE	04/06/2022	05/12/2022	462.50		00/00	050-4215
Total SAPP BROS PETROLEUM (4505):						807.50			
<b>SEWARD COUNTY INDEPENDENT (4590)</b>									
145953	1	Invoice	MEETING NOTICE	04/27/2022	05/12/2022	11.45		00/00	050-5390
Total SEWARD COUNTY INDEPENDENT (4590):						11.45			

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	PO Number	Period	GL Account
<b>WINDSTREAM (5465)</b>									
05 22	1	Invoice	PHONE-AIRPORT	05/01/2022	05/12/2022	119.69		00/00	050-5220
Total WINDSTREAM (5465):						119.69			
Grand Totals:						111,729.91			

Report GL Period Summary

GL Period	Amount
04/22	94,083.49
00/00	17,646.42
Grand Totals:	111,729.91

Vendor number hash: 42250  
 Vendor number hash - split: 46755  
 Total number of invoices: 15  
 Total number of transactions: 16

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	111,729.91	.00	111,729.91
Grand Totals:	111,729.91	.00	111,729.91

Report Criteria:

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