

Airport Advisory Board Meeting
Thursday, June 20, 2024 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. Approve April 11th, 2024 Meeting Minutes

5. Officers' Reports

- Reports may be given by Officers, City Departments, Committees, or Board 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. Crete Fuel Report

6. 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.



CRETE AIRPORT ADVISORY BOARD MEETING

April 11th, 2024 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

Greg Hier: Present
Kirk Keller: Absent
Howard Nitzel: Present
Blaine Spanjer: Absent
James Dux: Present
Present: 4.

Also present: City Administrator Tom Ourada, City Attorney Anna Burge, Finance Director Wendy Thomas, City Clerk Nancy Tellez

3. Items of Business

3.A. Consider Mechanic/FBO recruiting

Airport Manager Will White explained that he gathered some information for the Ad to recruit a Mechanic/FBO. He stated that if anyone has any changes, they would like to suggest letting him know. White mentioned that he would look into how much it costs to publish. Airport

Advisory Board members Howard Nitzel and James Dux provided some places where the Ad could be published.

City Administrator Tom Ourada explained that it should be decided what they will do before posting the Ad. Dux mentioned that whatever gets a maintenance shop at the airport and that the airport won't grow if they don't get one. Howard Nitzel asked if they are going to just focus on this or are they also going to look into the photography companies and lease the hangar to them annually or monthly. That could bring in a reasonable income. Dux added that if they do that, then they won't have maintenance at the airport to support all the current tenants. White stated that it would be unfair to do something with the FBO that wouldn't support the tenants.

City Administrator Tom Ourada explained that once there is interest and applicants call to ask about the position, they can go into the details of the benefits and different options they could look at to make it work.

3.B. Consider hangar door proposal

During the meeting, two different quotes were provided from Blue Valley Door Co, Inc. and Hi-Fold Door Corporation.

City Administrator Tom Ourada stated that the City Engineer could create a Bid Package to get competitive bids from vendors. They would go through the procurement process. JEO is the City Engineer.

Nitzel asked if the door could possibly be rebuilt. Ourada stated that they would look into that at the same time as they get door bids.

4. Officers' Reports

4.A. Airport Manager Report

Airport Manager Will White mentioned he has been working with Building Inspector Brad Bailey on the septic tank and laterals which are failing. They have been looking at calling Stutzman Digging & Excavating. White asked Ourada who the City would want to work with or if the City can do the work. Ourada stated that they would want someone who is in business to do it. Ourada explained that City Inspector Brad Bailey can inspect but can't design. Ourada added that this needs to be done and it's a matter of when.

White mentioned that Hawk's Plumbing & Heating had finished the work they had been doing. They just needed to hook up the thermostat.

White stated that he is going to be gone for the birth of his child and plans to stop in a couple of days during that time. White also mentioned he is going to be getting volunteer forms for anyone that is going to be volunteering at the airport. White asked City Administrator Tom Ourada about the pesticide applicator certification and licensing. Ourada mentioned that all the Street Department have them.

Airport Advisory Board member Howard Nitzel asked if there has been any information on sell of the Gothenburg Airport. No one had any other information. Nitzel asked Ourada about the meeting with Collin Coneva on the privatization of the airport. Ourada stated that they met and from the City's financial stand point it is not doable.

4.B. Fuel Report

The fuel report was provided to the Airport Advisory Board. City Administrator Tom Ourada stated that it will come due mid next year. Ourada stated to Airport Manager Will White that quarterly logs should be done.

4.C. 2024.03.14 Airport Advisory Board Minutes

5. Petitions - Communications - Citizen Concerns

6. Adjournment

9:08 a.m.

**CRETE FUEL LLC
FLOW TRACKER - 2024**

| MONTH | YEAR | 100LL | JET-A | TOTAL GALLONS | FLOWAGE FEE |
|--------------|-------------|--------------|--------------|----------------------|--------------------|
| APRIL | 2023 | 1198.50 | 1638.10 | 2836.60 | \$226.92 |
| MAY | 2023 | 1371.50 | 2703.90 | 4075.40 | \$326.03 |
| JUNE | 2023 | 1289.80 | 2751.60 | 4041.40 | \$323.31 |
| JULY | 2023 | 1420.50 | 2376.10 | 3796.60 | \$303.73 |
| AUGUST | 2023 | 1619.40 | 3541.60 | 5161.00 | \$412.88 |
| SEPTEMBER | 2023 | 1149.80 | 3822.60 | 4972.40 | \$397.79 |
| OCTOBER | 2023 | 845.00 | 2884.90 | 3730.00 | \$298.40 |
| NOVEMBER | 2023 | 1220.80 | 3439.60 | 4660.40 | \$372.83 |
| DECEMBER | 2023 | 746.50 | 3258.50 | 4005.00 | \$320.40 |
| JANUARY | 2024 | 482.80 | 2264.20 | 2747.00 | \$219.76 |
| FEBRUARY | 2024 | 634.10 | 2122.30 | 2756.40 | \$220.51 |
| MARCH | 2024 | 1392.00 | 2999.70 | 4391.70 | \$351.33 |
| APRIL | 2024 | 944.20 | 1831.80 | 2776.00 | \$222.08 |