

CITY OF CRETE, NEBRASKA
CITY COUNCIL REGULAR MEETING

January 14, 2021

Notice of the meeting was given by posting and publishing in The Crete News, the appointed method for giving notice as shown by the Proof of Publication attached to the minutes. Advance notice of the meeting was also given to the Mayor and City Council. 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. Additional copies are available to read. The City may consider items listed on the agenda in random order. All proceedings shown were taken while the meeting was open to the attendance of the public.

Those in attendance pledged allegiance to the flag.

1. Open Meeting

Chair Blaine Spanjer called the meeting to order at 8:15am.

2. Roll Call

Kirk Keller: Present

Howard Nitzel: Present

Dan Papik: Present

Zoraida Ramos: Present

Blaine Spanjer: Present

Present: 5.

3. Petitions - Communications - Citizen Concerns

Roger Knobloch with Garver of Lincoln, Nebraska introduced himself and welcomes any opportunity to work with the airport authority.

4. Items of Business

A. Election of Officers

Nominate Blaine Spanjer for Chair, Howard Nitzel for Vice Chair and Dan Papik for Secretary. Carried with a motion by Kirk Keller and a second by Dan Papik.

Kirk Keller: Aye, Howard Nitzel: Aye, Dan Papik: Aye, Zoraida Ramos: Aye, Blaine Spanjer: Aye
Aye: 5, No: 0

B. Consider Air Methods lease amendment.

Approve Air Methods lease amendment. Carried with a motion by Dan Papik and a second by Kirk Keller.

Kirk Keller: Aye, Howard Nitzel: Aye, Dan Papik: Aye, Zoraida Ramos: Aye, Blaine Spanjer: Aye
Aye: 5, No: 0

The amendments include extending the lease to a five year period with a renewal option, and including the extended area of the bathrooms and waiting area. They will also need to add to the electric service and separate it from the Airport Authority's service.

C. Presentation by Collin Caneva regarding potential airpark development.

Collin Caneva from Lincoln, Nebraska presented information about he and his partners' interest in constructing hangar housing on or adjacent to the Crete Airport. His development would include extending the runway/taxiways. The FAA can be hesitant to approve these without both the airport and developers interest and request. The Authority is interested in seeing a proposal. The Authority will need to consider selling versus long-term lease of property. The Authority recommends the developer begin talking with the city about zoning and platting.

D. BRAC request to hold a fundraiser in hangar on February 13, 2021.

The Airport Authority members by consensus approved the request. They stated that the liability, if any, would fall on Shaun as it is his hangar that will be used.

5. Officers' Reports

A. Airport Manager Report

Shaun reported that the Skydivers are interesting in purchasing their hangar. Finance Director Jerry Wilcox is to check if they are current on their lease payments.

B. Authority Chair and Member Reports

6. Consent Agenda

Approve the Consent Agenda items with the addition of \$100 to Sign Pro and one requested change to the December minutes. Carried with a motion by Howard Nitzel and a second by Dan Papik.

Kirk Keller: Aye, Howard Nitzel: Aye, Dan Papik: Aye, Zoraida Ramos: Aye, Blaine Spanjer: Aye
Aye: 5, No: 0

A. Approve Meeting Minutes

1. Meeting Minutes of December 10, 2020.

B. Accept the City Treasurer's Report

C. Approve the Payment of Claims Against the Airport Authority

7. Adjournment

The meeting was adjourned at 9:14am.

Mayor

(SEAL)

City Clerk

I, Judi Meyer, City Clerk for the City of Crete, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Mayor and Council. I hereby certify that a copy of the Open Meetings Act was posted in the back of the Council Chambers. I certify that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk. I certify that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting and that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public. I certify that the minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of the City Council. I certify that all news media requesting notification concerning meetings of the City Council were provided with advance notification of the time and place of said meeting and the subjects to be discussed.

City Clerk

(S E A L)

Airport Authority Minutes of Thursday, December 10, 2020

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

Authority Member Howard Nitzel called the meeting to order at 8:15am.

2. Roll Call

Blaine Spanjer: Absent
Kirk Keller: Present
Howard Nitzel: Present
Dan Papik: Present
Zoraida Ramos: Present

Present: 4, Absent: 1.

Dan Papik was absent at roll call and entered the meeting at 8:29am.

3. Petitions - Communications - Citizen Concerns

4. Items of Business

4.A. Review NDOT 2020 AIP letter and documents.

Approve the NDOT 2020 AIP documents. Carried with a motion by Kirk Keller and a second by Zoraida Ramos.

Kirk Keller: Aye, Howard Nitzel: Aye, Zoraida Ramos: Aye
Aye: 3, No: 0

4.B. Farm Lease Agreements

Approve the farm lease agreements with Reetz and McMillan. Carried with a motion by Zoraida Ramos and a second by Kirk Keller.

Kirk Keller: Aye, Howard Nitzel: Aye, Zoraida Ramos: Aye
Aye: 3, No: 0

4.C. Review proposed semi-annual inspection list.

Move forward with the proposed semi-annual inspection list. Carried with a motion by Kirk Keller and a second by Zoraida Ramos.

Kirk Keller: Aye, Howard Nitzel: Aye, Zoraida Ramos: Aye
Aye: 3, No: 0

4.D. Resolution and NDOT Agency Agreement regarding anticipated grant agreement for FAA funding for AIP Project No. 3-31-0022-014-2021.
Pass Resolution and approve Agency Agreement for AIP Project #3-31-0022-014-2021. Carried with a motion by Zoraida Ramos and a second by Dan Papik.
Kirk Keller: Aye, Howard Nitzel: Aye, Dan Papik: Aye, Zoraida Ramos: Aye
Aye: 4, No: 0

5. Officers' Reports

Shaun reported that a potential investor is looking at constructing an Air Park area. Howard approved Shaun to contract for the \$500 repair to the airport sign using revenue from the recent property surplus sale.

6. Consent Agenda

Approve the Consent Agenda items. Carried with a motion by Zoraida Ramos and a second by Dan Papik.
Kirk Keller: Aye, Howard Nitzel: Aye, Dan Papik: Aye, Zoraida Ramos: Aye
Aye: 4, No: 0

6.A. Approve Meeting Minutes

6.A.1. Airport Authority meeting minutes of October 8, 2020.

6.A.2. Airport Authority meeting minutes of November 12, 2020.

6.B. Accept the City Treasurer's Report

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

7. Adjournment

Motion to Adjourn. Carried with a motion by Kirk Keller and a second by Zoraida Ramos.

Kirk Keller: Aye, Howard Nitzel: Aye, Dan Papik: Aye, Zoraida Ramos: Aye
Aye: 4, No: 0

The meeting was adjourned at 8:58am.

Recorded by City Clerk Judi Meyer

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING DECEMBER 31, 2020

AIRPORT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
050-4001 PROPERTY TAX - BONDS	101.10	1,737.95	25,000.00	23,262.05	7.0
050-4002 HOMESTEAD ALLOCATION	.00	.00	1,000.00	1,000.00	.0
050-4007 MOTOR VEHICLE PRO-RATE	.00	8.17	50.00	41.83	16.3
050-4102 GAS & DIESEL FUEL SALES	7,395.97	42,806.86	.00	(42,806.86)	.0
050-4107 GS SALES	2,403.71	3,392.56	9,775.00	6,382.44	34.7
050-4215 PROPANE SALES	59.10	105.00	.00	(105.00)	.0
050-4904 MISCELANEOUS INCOME	4,017.47	4,017.47	.00	(4,017.47)	.0
050-4909 HANGAR RENT	6,380.00	19,250.00	112,700.00	93,450.00	17.1
050-4913 LEASE - LAND, BLDG., TOWER	6,101.40	6,425.78	15,500.00	9,074.22	41.5
TOTAL REVENUES	26,458.75	77,743.79	164,025.00	86,281.21	47.4
TOTAL FUND REVENUE	26,458.75	77,743.79	164,025.00	86,281.21	47.4
<u>{EXPENDITURES}</u>					
050-5220 TELEPHONE	121.13	367.09	1,380.00	1,012.91	26.6
050-5330 BUILDING & GROUNDS MAINT.	1,231.46	1,262.72	40,000.00	38,737.28	3.2
050-5382 CREDIT CARD FEES	536.88	1,955.18	.00	(1,955.18)	.0
050-5390 PRINTING, PUBLICATIONS, LEGALS	10.64	126.81	345.00	218.19	36.8
050-5791 VEHICLE/EQUIPMENT REPAIRS	3,599.90	3,854.31	5,750.00	1,895.69	67.0
050-5800 VEHICLE/EQUIPMENT FUEL	.00	.00	1,725.00	1,725.00	.0
050-6020 MISC. SUPPLIES	.00	.00	575.00	575.00	.0
050-6190 TRANSFER TO AIRPORT AUTH. FUND	.00	337.00	.00	(337.00)	.0
050-6199 MANAGER CONTRACT	3,333.34	6,666.68	53,775.00	47,108.32	12.4
050-7530 UTILITIES	1,364.67	3,928.52	18,400.00	14,471.48	21.4
050-8500 MISC. OPERATING	250.00	250.00	575.00	325.00	43.5
050-9720 INSURANCE	.00	10,716.00	15,000.00	4,284.00	71.4
050-9860 PROFESSIONAL SERVICES	.00	.00	1,500.00	1,500.00	.0
050-9970 DEBT AMORTIZATION	.00	.00	21,000.00	21,000.00	.0
050-9971 BOND INTEREST	.00	.00	4,000.00	4,000.00	.0
TOTAL EXPENDITURES	10,448.02	29,464.31	164,025.00	134,560.69	18.0
TOTAL FUND EXPENDITURES	10,448.02	29,464.31	164,025.00	134,560.69	18.0
NET REVENUE OVER EXPENDITURES	16,010.73	48,279.48	.00	(48,279.48)	.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)									
12 20	1	Invoice	WATER	01/01/2021	01/14/2021	19.89		00/00	050-7530
Total CITY REVENUE FUND (860):						19.89			
CRETE ACE HARDWARE (1060)									
954	3	Invoice	LIFT RENTAL	11/08/2020	12/10/2020	271.76		00/00	050-4107
2023	1	Invoice	ICE MELT	12/11/2020	01/14/2021	78.42		00/00	050-5330
Total CRETE ACE HARDWARE (1060):						350.18			
ELEVATE AIR SERVICE LLC (1525)									
1141779	1	Invoice	AIR METHODS FUEL PAY	12/11/2020	12/16/2020	6,716.13		12/20	050-4904
12 20	1	Invoice	AIRPORT MANAGEMENT	01/01/2021	01/01/2021	3,333.34		01/21	050-6199
Total ELEVATE AIR SERVICE LLC (1525):						10,049.47			
FIREGUARD INC. (1765)									
241250	1	Invoice	FIRE EXTINGUISHER W/ I	01/04/2021	01/14/2021	583.96		00/00	050-5330
240413	1	Invoice	FIRE EXTINGUISHER INS	12/09/2020	01/14/2021	221.35		00/00	050-5330
Total FIREGUARD INC. (1765):						805.31			
MIDWEST PETROLEUM EQUIPMENT (3205)									
14290	1	Invoice	100 LL PUMP REPAIR	12/20/2020	01/14/2021	617.50		00/00	050-5330
Total MIDWEST PETROLEUM EQUIPMENT (3205):						617.50			
NAPA AUTO PARTS (3345)									
26653	1	Invoice	ENGINE OIL AND FUEL T	12/11/2020	01/14/2021	87.11		00/00	050-5791
Total NAPA AUTO PARTS (3345):						87.11			
NORRIS PUBLIC POWER DISTRICT (3685)									
12 20	1	Invoice	ELECTRICITY	12/20/2020	01/14/2021	998.52		00/00	050-7530
Total NORRIS PUBLIC POWER DISTRICT (3685):						998.52			
SAPP BROS PETROLEUM (4505)									
32624	1	Invoice	SRE PROPANE	12/14/2020	01/14/2021	132.00		00/00	050-7530
32623	1	Invoice	AIR METHODS PROPANE	12/14/2020	01/14/2021	363.00		00/00	050-4215
Total SAPP BROS PETROLEUM (4505):						495.00			
SEWARD COUNTY INDEPENDENT (4590)									
129997	1	Invoice	MEETING NOTICE-AIRPO	12/30/2020	01/14/2021	11.05		00/00	050-5390
130484	1	Invoice	MEETING NOTICE-AIRPO	01/06/2021	01/14/2021	11.05		00/00	050-5390
Total SEWARD COUNTY INDEPENDENT (4590):						22.10			
WINDSTREAM (5465)									
01 21	1	Invoice	PHONE LINES	01/01/2021	01/14/2021	122.13		00/00	050-5220
Total WINDSTREAM (5465):						122.13			

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	PO Number	Period	GL Account
YANT EQUIPMENT INC (5520)									
L017400	1	Invoice	METER REPAIRS	12/09/2020	01/14/2021	685.64		00/00	050-5330
Total YANT EQUIPMENT INC (5520):						685.64			
Grand Totals:						14,252.85			

Report GL Period Summary

GL Period	Amount
12/20	6,716.13
01/21	3,333.34
00/00	4,203.38
Grand Totals:	14,252.85

Vendor number hash: 48970
 Vendor number hash - split: 48970
 Total number of invoices: 16
 Total number of transactions: 16

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	14,252.85	.00	14,252.85
Grand Totals:	14,252.85	.00	14,252.85

Report Criteria:

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