

WAYNE MUNICIPAL
AIRPORT AUTHORITY
AGENDA
April 8, 2019
5:30 p.m.

1. Call to Order

Anyone desiring to view the Open Meetings Act may do so. The document is available for public inspection and is located on the east wall of the Airport Terminal Meeting Room.

The Airport Authority reserves the right to adjourn into executive session as per Section 84-1410 of the Nebraska Revised Statutes.

Public Comments - Anyone desiring to speak on an agenda item is invited to do so, and should limit themselves to three minutes after being recognized by the Chair.

2. Pledge of Allegiance

3. Approval of Minutes

4. Approval of Claims

5. New Business

- Flooding damage
 - i. Roger Harmon
- Electrical vault
 - i. Roger Harmon
- Tom Hansen Agreement
- Aerial Applicator Agreement
- Fly-In date
- Grills
- Maintenance Shed
- Flight Simulator

6. Old Business

- Parallel Taxiway to Runway 17/35 Paving & lighting
 - i. Curt Christianson
 - ii. Dirt- Milo Meyer

7. Airport Managers comments

8. Member comments

9. Other business

10. Adjourn

WAYNE MUNICIPAL AIRPORT AUTHORITY

March 11, 2019

5:30 P.M.

The regular meeting of the Airport Authority of the City of Wayne was called to order at the Nancy Braden Terminal Building on the above date and time by Chairman Tom Schmitz. The following members were present: Tom Schmitz, Travis Meyer, Scott Hammer, Mark Putnam and David Ley. Also, attending the meeting were Beth Porter Airport Authority Treasurer, Amy Miller Airport Authority Attorney, Karma Schulte Becker Flying Service, Dave Post Olsson Associates, Chris Winkel and Casey Wisness Knife River LLC., Scott Morgan, Todd Luedeke, Dave Zach, Jim Hoffman and Sandy Hoffman.

Meyer moved and Hammer 2nd to approve the minutes of the February 11, 2019 regular meeting. Roll was called with the following results: Yeas: Schmitz, Meyer, Hammer, Putnam and Ley. Nays: None. The Chairman declared the motion carried.

Ley moved and Meyer 2nd to accept all the claims presented as of March 11, 2019. Roll was called with the following results: Yeas: Schmitz, Hammer, Meyer, Putnam and Ley. Nays: None. The Chairman declared the motion carried.

Hammer moved and Ley 2nd that we approve Resolution 2019-1 A RESOLUTION ADOPTING AND APPROVING THE EXECUTION OF AN AGENCY AGREEMENT WITH THE DEPARTMENT OF TRANSPORTATION – DIVISION OF AERONAUTICS TO THE STATE OF NEBRASKA FOR PROJECT NO. 3-31-0086-015 (X07) TO BE SUBMITTED BY THE DIVISION TO THE FEDERAL AVIATION ADMINISTRATION TO OBTAIN FEDERAL ASSISTANCE FOR THE DEVELOPMENT OF THE AIRPORT. Roll was called with the following results: Yeas: Schmitz, Hammer, Meyer, Putnam and Ley. Nays: None. The Chairman declared the motion carried.

Meyer moved and Hammer 2nd to table Knife River's request to reconsider working days, project payment and project schedule. Roll was called with the following results: Yeas: Schmitz, Hammer, Meyer, Putnam and Ley. Nays: None. The Chairman declared the motion carried.

Putnam moved and Hammer 2nd that we move funds to pledged money market account with Elkhorn Valley Bank for 1.85%. Roll was called with the following results: Yeas: Schmitz, Hammer, Meyer, Putnam and Ley. Nays: None. The Chairman declared the motion carried.

Other matters requiring the attention of the Authority were discussed and it was determined that no further formal actions on these matters were needed.

There being no further business, Chairman Schmitz adjourned the meeting at 7:45 PM.

David R. Ley, Secretary

WAYNE AIRPORT AUTHORITY
BANK SUMMARY
CHECKING ACCOUNT
MARCH 31, 2019

PREVIOUS BALANCE 1,290,181.38

DEPOSITS:

Interest on checking account	349.78
Avgas	2,355.93
County Treasurer	3,438.73
State of NE	69,065.28
Farm rent	22,432.72

97,642.44

TOTAL AVAILABLE 1,387,823.82

CLAIMS:

Claims Paid March	36,132.76
Transfer to MMA	1,000,000.00

BOOK BALANCE AS OF MARCH 31, 2019 351,691.06

Plus Outstanding Checks	11,909.11
Less Outstanding Deposits	0.00

BANK BALANCE AS OF MARCH 31, 2019 363,600.17

WAYNE MUNICIPAL
AIRPORT AUTHORITY
April 8, 2019

Ck # 7591	American Broadband- Telephone	91.64
Ck # 7592	Appeara – Rugs & mops	59.00
Ck # 7593	Becker Flying Service – Managers contract	3,000.00
	Less FBO lease	(100.00)
	Less storage bldg.....	(61.00)
		2,839.00
Ck # 7594	Beiermann Electric- Change pole lights	279.37
EFT	Black Hills Energy- Natural gas.....	341.22
Ck # 7595	Bomgaars- Fasteners.....	21.36
Ck # 7596	Century Link – DSL	88.99
Ck # 7597	Chesterman Company- Equipment rental	7.00
Ck # 7598	City of Wayne	
	AWOS	32.14
	Apron lighting	70.84
	House.....	258.32
	Terminal/hangar.....	1,011.16
	Shop.....	154.88
	Office & irrigation.....	96.82
	Ads/notices	14.32
	Postage.....	32.65
	Insurance	2,030.54
	Treasurer's Fee.....	500.00
		4,201.67
EFT	Department of Aeronautics – Terminal/Hangar	1,182.00
	AWOS	383.33
		1,565.33
Ck # 7599	Gill Hauling- Trash	55.00
Ck # 7600	Heartland Natural Gas- Natural gas	482.01
Ck # 7601	Jim Hoffman – Digital TV	49.62
Ck # 7602	Northeast Power – Electricity PAPI's	59.10
Ck # 7603	O'Reilly- Battery for Ford Explorer	143.91
Ck # 7604	Sapp Bros Petroleum- Avgas.....	14,012.00
EFT	Verizon – Cell phone	74.30
Ck # 7605	Wisner West- Fuel	163.00
	TOTAL	\$24,533.52

TOM HANSEN
Certified Public Accountant

305 Main Street
Wayne, NE 68787
Telephone (402) 833-5417
Fax (402) 833-5418

Wayne Airport Authority
Wayne, Nebraska

I agree to provide accounting services for Wayne Airport Authority, Wayne, Nebraska to compile financial information regarding damage caused by the flooding in March 2019. It is your responsibility to provide me with the necessary information to complete this engagement.

Fees for my accounting services will be based upon the amount of time required at a rate of \$80 per hour plus out-of-pocket expenses.

Sincerely,
Tom Hansen
Certified Public Accountant

RESPONSE:

This letter correctly sets forth the understanding of the Wayne Airport Authority, Wayne, Nebraska.

Officer signature: _____

Title: _____

Date: _____

WAYNE AIRPORT AUTHORITY
AERIAL APPLICATOR AGREEMENT

This agreement executed this ____ day of _____, 20____, by and between the WAYNE AIRPORT AUTHORITY, hereinafter referred to as "AUTHORITY", and _____, herein after referred to as "Operator".

WHEREAS, by an ordinance of the City of Wayne, Nebraska, the airport properties are owned by the City of Wayne, however, they are under the control and jurisdiction of the Wayne Airport Authority, including all powers provided by State statute, and

WHEREAS, the Authority has this day entered into an agreement with the Operator.

NOW, THEREFORE, IT IS AGREED by and between the parties as follows:

1. Aerial Applicators includes aerial agricultural spraying or seeding or other activities such as non-agricultural pest control at the Airport for compensation or hire.
2. The term of this agreement shall be seasonal, from:
_____, 2019 to _____, 2019
3. Minimum standards
 - a. The operator shall lease land from the Authority. The minimum area in each instance shall be subject to the approval of the Authority. The operator shall make suitable arrangements and have such space available in the leased area for safe loading and unloading and storage and containment of chemical materials. All operators shall demonstrate that they have the availability of aircraft suitably equipped for the particular type of operation they intend to perform.
 - b. The Operator shall pay an annual fee of \$1,000 to operate on said Airport.
 - c. The Authority shall set the minimum insurance requirements as they pertain to the particular type of operation to be performed. Operator covenants and agrees to hold Authority free and harmless from loss from each and every claim and demand of whatever nature made by or on behalf of any person or persons for any wrongful act or omission arising out of the use of the airport on the part of the Operator, Operator's agents, servants, invitees, and employees, and for such purpose Operator agrees to carry liability insurance naming the Authority as additional insured. Operator shall file a certificate of insurance with Authority evidencing that such insurance has been furnished, and the same will not be canceled without written notice to Authority thirty days in advance of cancellation. These minimum requirements shall be applicable to all operations of a similar nature. All operators will, however, be required to maintain the following types of insurance:
 - i. Aircraft liability
 - ii. Comprehensive liability and comprehensive property damage, including vehicular.
 - d. The Operator shall have in its employ and on duty during appropriate business hours trained personnel in such numbers as may be required to meet the minimum standards herein set forth in an efficient manner.

- e. The operator must provide, by means of an office or a telephone, a point of contact for the public desiring to utilize the operator's services.
- f. The operator shall comply with all pertinent FAR requirements
- g. The operator shall comply with all applicable rules and regulations governing pesticides and other chemicals used by the operator and employ certain safeguards and safe operating practices to prevent spillage, including:
 - i. Cleanup and remove all containers at the end of each day's activities
 - ii. Maintaining all loading and mixing facilities
 - iii. Use dry break devices or equivalent couplings to the aircraft loading receptacle to prevent leaks of all materials.
 - iv. Position aircraft and loading equipment in such a manner as to not interfere with normal aircraft operations at the Airport.
 - v. Remove in the event of a small pesticide or pesticide solution spill, the contaminated surface material will be removed from the premises and treat the area of the spill. In the event of a reportable amount of spilled pesticides, the Operator will contain the material and contact those agencies that the State Department of Natural Resources (DNR) regulations require.
 - vi. Operator will be responsible for all cleanup cost.
- h. The Operator will keep appropriate spill kit on site in a known and easily accessible location.
- i. Applicator shall provide a current copy of the Nebraska Department of Agriculture Aerial Pesticide Business License.
- j. The operator, for all chemicals kept or stored on the airport shall do so in accordance with the Material Safety Data Sheet (MSDS) requirements for that chemical. MSDS sheets for chemicals stored on the airport shall be made available to the Authority and/or Airport Manager upon request.
- k. Aerial applicators will make a reasonable effort to safely integrate with all other airport users and operations.

WAYNE AIRPORT AUTHORITY,

By _____
Wayne Airport Authority Chairman

By _____
Aerial Applicator