

WAYNE MUNICIPAL
AIRPORT AUTHORITY
AGENDA
May 11, 2020
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 as well as on the City of Wayne website at cityofwayne.org/8/Government.

Citizens have the right under the Open Meetings Act to attend all meetings of public bodies. Pursuant to the Governor's Executive Order No. 20-03, this meeting will be held by video/telephone conference. Members of the public may attend this meeting electronically.

Please join this meeting from your computer, tablet, or smartphone by going to the City of Wayne website at cityofwayne.org

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. Approval of Minutes

3. Approval of Claims

4. Resolution 2020-1 A RESOLUTION ADOPTING AND APPROVING THE EXECUTION OF AN AGENCY AGREEMENT WITH NEBRASKA DEPARTMENT OF TRANSPORTATION, AERONAUTICS DIVISION FOR GRANT NO. 3-31-0086-017-2020 TO BE SUBMITTED BY THE DEPARTMENT TO THE FEDERAL AVIATION ADMINISTRATION TO OBTAIN FEDERAL NON-DEVELOPMENT ECONOMIC ASSISTANCE FOR THE AIRPORT UNDER THE PROVISIONS OF THE FEDERAL CARES ACT

5. New Business

- Available Hangar

6. Old Business

- Parallel Taxiway to Runway 18/36 Paving & Lighting Update
 - i. Approve Letter of Recommendation Award
 - ii. Pavement Grinding Knife River
- Discussion/Possible Action Mower/Broom
- Discussion/Possible Action Maintenance Shed
- QT Pod Fuel System Update
- Flight Simulator/Club Update

7. Airport Manager Comments

8. Adjourn

WAYNE MUNICIPAL AIRPORT AUTHORITY

April 13, 2020

5:30 P.M.

The regular meeting of the Airport Authority of the City of Wayne was called to order on the above date and time by Chairman Travis Meyer pursuant to the Governor's Executive Order No. 20-13, this meeting was held by video/telephone conference. 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, Tom Becker Becker Flying Service, Karma Schulte, Jim Hoffman and Sandy Hoffman.

Hammer moved and Putnam 2nd to approve the minutes of the March 9th, 2020 regular meeting and March 2, 2020 special meeting (retreat). 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 Hammer 2nd to accept all the claims presented as of April 13, 2020. 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 Schmitz 2nd to award the Airport Aerial Applicator Agreement for 2020 Becker Flying Service, Inc and Redline Aviation. Roll was called with the following results: Yeas: Schmitz, Meyer, Hammer, Putnam and Ley. Nays: None. The Chairman declared the motion carried.

Hammer moved and Schmitz to approve Record of Negotiations between Wayne Municipal Airport and Olsson, Inc. 2nd on anticipated AIP project no. 3-31-0086-015. Roll was called with the following results: Yeas: Schmitz, Meyer, Hammer, Putnam and Ley. Nays: None. The Chairman declared the motion carried.

Putnam moved and Meyer 2nd to approve Amendment 1 to the Engineering Agreement pending FAA?NDOT approval. Roll was called with the following results: Yeas: Schmitz, Meyer Hammer, 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 Meyer adjourned the meeting at 6:40 PM.

David R. Ley, Secretary

WAYNE AIRPORT AUTHORITY
BANK SUMMARY
CHECKING ACCOUNT
APRIL 30, 2020

PREVIOUS BALANCE 111,242.55

DEPOSITS:

Interest on checking account	9.48
Avgas	1,946.84
County Treasurer	3,486.87
State of NE	24,947.36
Accounts Receivable	14,237.68
	44,628.23

TOTAL AVAILABLE 155,870.78

CLAIMS:

Claims Paid April 70,683.12

BOOK BALANCE AS OF APRIL 30, 2020 85,187.66

Plus Outstanding Checks 1,864.00

Less Outstanding Deposits 0.00

BANK BALANCE AS OF APRIL 30, 2020 87,051.66

Airport Money Market Account

Date	Transaction	Average Rate	Transaction Amount	Balance
3/18/2019	Opening Balance		\$ 1,000,000.00	\$ 1,000,000.00
3/29/2019	Interest earned	1.83	\$ 702.15	\$ 1,000,702.15
4/30/2019	Interest earned	1.83	\$ 1,506.26	\$ 1,002,208.41
5/31/2019	Interest earned	1.83	\$ 1,558.85	\$ 1,003,767.26
6/28/2019	Interest earned	1.83	\$ 1,510.87	\$ 1,005,278.13
7/31/2019	Interest earned	1.83	\$ 1,563.63	\$ 1,006,841.76
8/31/2019	Interest earned	1.73354	\$ 1,483.46	\$ 1,008,325.22
9/30/2019	Interest earned	1.68666	\$ 1,398.78	\$ 1,009,724.00
10/31/2019	Interest earned	1.60	\$ 1,373.02	\$ 1,011,097.02
11/19/2019	Transfer to checking cost of flight simulator		\$ (92,779.00)	\$ 918,318.02
11/29/2019	Interest earned	1.52	\$ 1,218.18	\$ 919,536.20
12/31/2019	Interest earned	1.50	\$ 1,172.19	\$ 920,708.39
1/31/2020	Interest earned	1.50	\$ 1,170.47	\$ 921,878.86
2/28/2020	Interest earned	1.50	\$ 1,096.30	\$ 922,975.16
3/31/2020	Interest earned	1.33225	\$ 1,042.07	\$ 924,017.23
4/30/2020	Interest earned	0.88916	\$ 673.68	\$ 924,690.91

WAYNE MUNICIPAL
AIRPORT AUTHORITY
April 15, 2020

Ck # 7829 Stanley Petroleum- QT Pod M4000 Terminal 13,325.00

May 11, 2020

Ck # 7830 American Broadband- Telephone 92.18

Ck # 7831 Appeara- Rugs & mops..... 59.00

Ck # 7832 Becker Flying Service –
 Managers contract3,000.00
 Less FBO lease (100.00)
 Less storage bldg. (61.00)2,839.00

EFT Black Hills Energy- Natural gas224.28

Ck # 7833 Bomgaars- Flags, cleaner, screws, bolts146.69

Ck # 7834 CenturyLink- DSL88.99

Ck # 7835 Chesterman Co- Equipment rental.....23.00

Ck # 7836 City of Wayne
 AWOS27.43
 Apron lighting40.66
 House.....296.90
 Terminal/hangar1,171.59
 Shop.....123.70
 Office & irrigation..... 142.02
 Treasurer’s Fee500.00
 2,302.30

EFT Department of Aeronautics –
 Terminal/Hangar1,182.00
 AWOS383.33
 1,565.33

Ck # 7837 Floor Maintenance- Towels & bath tissue87.66

Ck # 7838 Heartland Natural Gas- Natural gas137.66

Ck # 7839 Helena- Promate.....40.00

Ck # 7840 Jim Hoffman- Digital TV.....49.99

Ck # 7841 John Deere Financial- Dry Charge Mower73.71

Ck # 7842	Johnny's Pest Control- Pest control.....	50.00
Ck # 7843	North Central Builders- Replace damaged panel & trim.....	850.00
Ck # 7844	Northeast Nebr. Insurance Agency, Inc- Insurance.....	12,191.00
Ck # 7845	Olsson-	
	Project 3-31-0086-015 Estimate #7....	\$27,740.00
	Project 3-31-0086-014 Estimate #31....	\$3,139.86
	30,879.86
Ck # 7846	Pac N Save- Soap.....	13.43
EFT	Verizon – Cell phone	114.60
Ck # 7847	Wayne Auto Parts-Battery cable.....	12.62
	TOTAL	\$65,166.30

NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

April 29, 2020



Pete Ricketts Governor

Mr. Travis Meyer, Chairman
Wayne Airport Authority
P.O. Box 8
Wayne, NE 68787-0008

Subject: Wayne Municipal Airport (KLCG)
Wayne, Nebraska
AIP Project No. 3-31-0086-017-2020
Agency Agreement

Dear Mr. Meyer:

Currently, we do not have an Agency Agreement on file for this project. Therefore, enclosed are three copies of an agency agreement for this project. This agreement allows the department to act as the airport sponsor's agent for this project, as required by state law. Two copies of a resolution for the project are also enclosed for the Authority's action. Please **return one signed agreement and one resolution.**

The CIP data sheets and a request for federal funds have been forwarded to the Federal Aviation Administration. If you have any questions, please contact Anna Lannin, of the engineering division at your convenience (402-471-7931) or anna.lannin@nebraska.gov.

Sincerely,

NDOT – DIVISION OF AERONAUTICS

Prepared by:

A handwritten signature in black ink, appearing to read "Suman".

Suman Pusparajah
Engineer I

Enclosures

Kyle Schneweis, P.E., Director
Department of Transportation
1500 Highway 2
PO Box 94759
Lincoln, NE 68509-4759
dot.nebraska.gov

OFFICE 402-471-4567
FAX 402-479-4325
NDOT.ContactUs@nebraska.gov

Aeronautics Division
3431 Aviation Road, Ste. 150
PO Box 82088
Lincoln, NE 68501
OFFICE 402-471-2371
FAX 402-471-2906

Navigation Aids Office
Kearney Municipal Airport
5065 Airport Road
Kearney, NE 68847
OFFICE 308-865-5696
FAX 308-865-5697

Resolution No. _____

EXTRACT FROM THE MINUTES OF AN OFFICIAL MEETING OF THE AIRPORT AUTHORITY OF WAYNE, NEBRASKA, SPONSOR OF WAYNE MUNICIPAL AIRPORT, HELD ON _____, 2020.

The following resolution was introduced by _____, read in full, seconded by _____ and considered:

A RESOLUTION ADOPTING AND APPROVING THE EXECUTION OF AN AGENCY AGREEMENT WITH NEBRASKA DEPARTMENT OF TRANSPORTATION, AERONAUTICS DIVISION FOR GRANT NO. 3-31-0086-017-2020 TO BE SUBMITTED BY THE DEPARTMENT TO THE FEDERAL AVIATION ADMINISTRATION TO OBTAIN FEDERAL NON-DEVELOPMENT ECONOMIC ASSISTANCE FOR THE AIRPORT UNDER THE PROVISIONS OF THE FEDERAL CARES ACT:

Be it resolved by the Chairman and members of the Airport Authority of Wayne, Nebraska, that:

1. The Authority of Wayne shall enter into an Agency Agreement with the Department of Transportation, Aeronautics Division for Grant No. 3-31-0086-017-2020 for the purpose of obtaining Federal non-development economic assistance for the Airport and that such agreement shall be set forth hereinbelow.
2. The Chairman of the Airport Authority of Wayne is hereby authorized and directed to execute said Agency Agreement on behalf of the City of Wayne, and the Secretary is hereby authorized to attest said execution.
3. The said agreement, referred to hereinabove, is inserted in full and attached herewith, and made a part hereof as Exhibit "O".

Upon calling for a vote on the resolution, ____ voted yea, and ____ voted nay, and the resolution therefore was declared passed and approved on _____, 20__.

ATTEST: _____
Secretary

Chairman

4-2020

**AGENCY AGREEMENT
CARES Act-Only Funded Non-Development Grant**

Grant No. 3-31-0086-017-2020

This is an agreement between the Wayne Airport Authority, of Wayne, Nebraska, hereinafter referred to as the "Airport Sponsor" and the Nebraska Department of Transportation, Aeronautics Division, hereinafter referred to as the "Department," made and entered into in accordance with, and for the purpose of, complying with the laws of the State of Nebraska.

WHEREAS, the Coronavirus Disease 2019 (COVID-19), has resulted in significant damage to the economy of the United States. In response, the US Congress has passed an economic rescue package called The Coronavirus Aid, Relief, and Economic Security Act; known as the CARES Act; and

WHEREAS, the Federal Aviation Administration (FAA) has received funding from the United States general fund, pursuant to the CARES Act, to assist airports in defraying a portion of that economic damage in the form of 100% grants to be used for any lawful purpose for which airports are currently able to use their funds; and

WHEREAS, the Airport Sponsor desires to utilize CARES Act funding for lawful purposes other than airport planning, development, construction, or maintenance.

THEREFORE, the Airport Sponsor hereby designates the Department as its agent in accordance with §3-124 and §3-239, Neb. Rev. Stat. (Reissue 2012, Cumulative Supp. 2018, and Supp. 2019), and the Department hereby accepts such designation and agrees to act as the agent of the Airport Sponsor.

The Airport Sponsor hereby warrants, undertakes and agrees that if the Federal Aviation Administration makes a grant offer, and the Airport Sponsor executes a Grant Agreement, it will manage said airport in the manner set forth in the Grant Agreement and abide by the conditions, rules and regulations of the Federal Aviation Administration.

The terms and conditions of this Agency Agreement and the respective duties, undertakings and agreements of the parties with respect to this Agency Agreement, and with respect to the CARES Act grant, are as follows:

- A. The Department shall accept, receive, receipt for, and disburse all funds granted by the United States for airport aid in accordance with federal laws, rules and regulations and in accordance with §3-101 to §3-154 and §3-239, Neb. Rev. Stat. (Reissue 2012, Cumulative Supp. 2018, and Supp. 2019), as the agent of the Airport Sponsor.
- B. Upon receipt of such federal funds, the Department shall deposit them in the State Treasury, according to law, and shall cause disbursement to be made therefrom as follows:

FIRST: If the Department advances funds to the Airport Sponsor as the equivalent of the United States' share of allowable grant costs, the Department shall reimburse itself for any such advancement out of

such federal funds thereafter received.

SECOND: The Department shall cause the balance of such federal funds due the Airport Sponsor to be paid promptly to the Airport Sponsor.

C. The Department shall maintain accurate records of all the funds received and expended by it in connection with the grant. These records shall be open to inspection by the Airport Sponsor, the Federal Aviation Administration and their authorized representatives in the offices of the Department at all reasonable times.

D. The Airport Sponsor reserves the right, power and authority to execute the Application for Federal Assistance, the federal Grant Agreement, all contracts and agreements arising from the Airport Sponsor's use of CARES Act funds, and all amendments to these items. Aside from the matters so reserved, the Department shall, as agent for the Airport Sponsor, process, execute and submit to the Federal Aviation Administration all papers, forms and documents required by that agency for the approval, carrying out and completion of the grant.

E. The Department agrees to furnish all services performed by it as agent of the Airport Sponsor, including, but not limited to, the services set forth in the attached Exhibit A, "Administrative Services", free of charge.

As used herein, the following words, terms and phrases shall have the meanings herein given:

"Application for Federal Assistance" means the document prepared as the formal application submitted to the Federal Aviation Administration for a grant of federal funds.

"Develop" means to plan, construct or improve the airport as defined in the Application for Federal Assistance.

"Grant Agreement" means the contract between the United States of America and the Airport Sponsor in which the Federal Aviation Administration, on behalf of the United States, agrees to pay a portion of the allowable costs of the grant.

Executed by the Nebraska Department of Transportation, Aeronautics Division this 29th day of April, 2020.



(SEAL)

Director

Executed by the Airport Sponsor this _____ day of _____, 20____.

**RESOLUTION
DO NOT SIGN**

Secretary

**RESOLUTION
DO NOT SIGN**

Chairman

EXHIBIT A
AGENCY AGREEMENT
ADMINISTRATIVE SERVICES

1. Prepare and secure execution of Applications for Federal Assistance and associated documents.
2. Prepare and process program changes.
3. Process Grant Agreements and amendments.
4. Review periodic pay estimates and forward federal funds to the Airport Sponsor.
5. Prepare applications, requests, transfers or letters of credit for Grant Agreement payments.
6. Prepare and/or process other federal documents not otherwise specifically covered above.