

WAYNE MUNICIPAL
AIRPORT AUTHORITY
AMENDED AGENDA
June 8, 2015
7:00 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. Approval of Minutes

3. Approval of Claims

4. New Business

- Preliminary budget discussion
- Resolution 2015-1 preliminary levy request for City of Wayne
- Farm ground discussion
- Underground Storage Tank Operator Training

5. Old Business

- Other business

6. Airport Managers comments

7. Member comments

8. Adjourn

WAYNE MUNICIPAL AIRPORT AUTHORITY

June 8, 2015

7:00 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 Jerome Conradt. The following members were present: Jerome Conradt, Rod Tompkins, Tom Schmitz and Carl Rump. Also attending the meeting were Nancy Braden Airport Authority Treasurer Kyle Dahl Airport Authority Attorney, Tom Becker FBO and Airport manager Karma Schulte, John Becker, Jim Hoffman, Sandy Hoffman, Dawn Navrkal and Dave Zach.

Rump moved and Schmitz 2nd to accept the minutes of the May 11, 2015 meeting. Roll was called with the following results: Yeas: Conradt, Tompkins, Schmitz and Rump. Nays: None. The Chairman declared the motion carried.

Tompkins moved and Schmitz 2nd to accept all the claims presented as of June 8, 2015. Roll was called with the following results: Yeas: Conradt Tompkins, Schmitz and Rump. Nays: None. The Chairman declared the motion carried.

Conradt moved and Tompkins 2nd to accept the Artificial Rain Service Agreement. Roll was called with the following results: Yeas: Conradt, Tompkins, Schmitz and Rump. Nays: None. The Chairman declared the motion carried.

Rump moved and Tompkins 2nd to adopt Resolution of State Grant Agreement Project SA-9. Roll was called with the following results: Yeas: Conradt, Tompkins, Schmitz and Rump. Nays: None. The Chairman declared the motion carried.

Discussion occurred relating to the AIP Grant Oversight Risk Assessment. This is a procurement process required by state statute, following FAA requirements and recommendations. Conradt moved and Tompkins 2nd to approve the Risk Assessment process pending consultation with the State Aeronautics Dept. Roll was called with the following results: Yeas: Conradt, Tompkins, Schmitz and Rump. Nays: None. The Chairman declared the motion carried.

The motion to approve payment to Toddco Barricade Co. for the runway painting project was tabled pending completion of this project.

Tompkins moved and Rump 2nd to release Daryl Hickman from his rental agreement on Hanger #2. Roll was called with the following results: Yeas: Conradt, Tompkins, Schmitz and Rump. Nays: None. The Chairman declared the motion carried.

Rump moved and Schmitz 2nd to work with Steve Hamilton as he produces a leaflet dealing with the history of the Wayne Airport. Roll was called with the following results: Yeas: Conradt, Tompkins, Schmitz and Rump. Nays: None. The Chairman declared the motion carried.

Plans for July's Chicken Show Fly-In were discussed. Six dozen donuts will be ordered from Vel's Bakery. Young Eagle flights are scheduled as part of the Saturday activities.

Rump moved and Schmitz 2nd that the Authority again provide sandwiches to visitors going to and returning from the Oshkosh Fly-In in July. Sandy Hoffman agreed to work with Pack and Save in providing these sandwiches. Roll was called with the following results: Yeas: Conradt, Tompkins, Schmitz and Rump. 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 Conradt adjourned the meeting at 7:31 P.M.

Carl Rump
Acting Secretary

WAYNE AIRPORT AUTHORITY
BANK SUMMARY
CHECKING ACCOUNT
July 13, 2015

PREVIOUS BALANCE 184,363.39

DEPOSITS:

Interest on checking account	45.46
Avgas	4,370.77
County Treasurer	5,945.83
Hangar Rent	4,638.87

TOTAL AVAILABLE 199,365.32

CLAIMS:

Claims Paid June 8, 2015	23,344.38
Additional Claims Paid June 8, 2015	867.15

BOOK BALANCE AS OF June 30, 2015 175,153.79

Plus Outstanding Checks	
Less Outstanding Deposits	.00

BANK BALANCE AS OF June 30, 2015 175,153.79

WAYNE MUNICIPAL
AIRPORT AUTHORITY
July 13, 2015

Ck #6718	American Broadband – telephone	91.46
Ck #6719	Appeara – Rugs & mops.....	59.00
Ck #6720	Becker Flying Service – Managers contract.....	2,000.00
	Less FBO lease	(100.00)
	Less storage bldg	(61.00)
		1,839.00
Ck #6721	Black Hills Energy – natural gas	106.01
Ck #6722	Bomgaars –tire sealant, hose hangar, nipple & coupling.....	104.73
Ck #6723	Century Link – DSL.....	30.98
Ck \$6724	Chesterman – water cooler rental.....	14.00
Ck #6725	City of Wayne	
	NDB/AWOS	47.02
	Apron lighting.....	34.81
	House	56.67
	Terminal/hangar.....	421.07
	Shop.....	47.61
	Office	133.55
	Projector	463.39
	Postage	42.69
	Ads & Notices	14.32
	Insurance	1,268.38
	Treasurer's fee	500.00
		3,014.80
EFT	Department of Aeronautics –	
	Hangar loan	1,027.00
	Terminal/Hangar	1,182.00
	AWOS.....	383.33
	NDB	160.00
		2,752.33
Ck #6726	Heatland Natural Gas – natural gas041
Ck #6727	Jim Hoffman – Digital TV	55.03
Ck #6728	John Deere Financial – mower blades.....	420.47
Ck #6729	Kay Contracting – dig out water hydrant.....	100.00
Ck #6730	Northeast Nebraska Public Power District – electricity PAPI's	123.05
Ck #6731	Northeast Tire Service – lawn mower tire repair.....	10.00
Ck #6732	Sapp Bros Petroleum – avgas (bank didn't authorize due to printed amount)	100.00
Ck #6733	Todco Barricade Co – paint runways.....	22,370.13
EFT	Verizon – cell phone (\$400 deposit returned)	Credit
Ck #6734	Wisner West – Diesel & Gasoline	346.36
Ck #6735	Johnny's Pest Control – pest control	42.00
	TOTAL	\$ 31,579.76

**WAYNE MUNICIPAL AIRPORT
2015-16 CASH BALANCES**

BEGINNING CASH BALANCE 2014	132,367
PROPOSED REVENUES 2014-2015	631,707
PROPOSED EXPENDITURES 2014-2015	559,719
ESTIMATED CASH RESERVE 2015	<u>204,355</u>
PROPOSED REVENUES 2015-2016	292,338
PROPOSED EXPENDITURES 2015-2016	430,609
ESTIMATED CASH RESERVE 2016	<u>66,084</u>

**MUNICIPAL AIRPORT
FOR FISCAL YEARS 2013-2016**

REVENUE BUDGET

	ACTUAL 2013	ACTUAL 2014	BUDGET 2015	ACTUAL 2015	BUDGET 2016
70-312.00 Property Taxes	71,262	97,308	97,072	94,884	81,189
70-312.01 Property tax credit state				3,556	
PROPERTY TAXES	71,262	97,308	97,072	98,440	81,189
70-342.00 Federal Grants	478,878	148,894	150,000	194,648	0
70-342.01 Hangar Loan	0	262,001	0	0	0
70-342.02 Due from FEMA	0	59,784	0	0	0
FEDERAL REVENUES	478,878	470,679	150,000	194,648	0
70-351.00 Homestead Exemption	2,589	3,489	0	3,443	0
70-355.00 Motor Vehicle Prorate Tax Alloc.	174	222	170	228	170
70-358.00 State Grants	0	0	0	7,990	0
70-358.01 Due from NEMA	0	0	0	0	0
STATE REVENUES	2,763	3,712	170	11,661	170
70-390.00 Aerial Applicators permit	2,000	2,000	2,000	2,000	2,000
70-391.00 Rentals	29,404	7,868	53,138	47,781	51,977
70-392.00 Farm Income	33,225	34,054	40,475	44,708	54,802
70-393.00 Av gas sales	87,610	88,016	80,000	98,350	102,000
70-394.00 Miscellaneous	500	23,969	100	11,039	100
LOCAL REVENUES	152,739	155,907	175,713	203,878	210,879
70-421.00 Interest on Investments	206	363	0	306	100
70-422.00 Bond proceeds	0	50,000	100,000	0	0
70-429.00 Insurance payment losses	0	1,730,432	0	52,774	0
70-430.00 Loan Proceeds	46,059	0	0	70,000	0
MISCELLANEOUS	46,265	1,780,795	100,000	123,080	100
TOTAL AIRPORT FUND	751,907	2,508,401	522,955	631,707	292,338

WAYNE MUNICIPAL AIRPORT

FOR FISCAL YEARS 2013-2016

EXPENDITURE BUDGET

	ACTUAL 2013	ACTUAL EST 2014	BUDGET 2015	ACTUAL EST 2015	BUDGET 2016
70-591-20.00 Air Utilities	7,453	16,930	14,985	17,092	19,160
70-591-21.00 Air Telephone/Telegraph	1,397	1,600	2,040	1,956	2,460
70-591-24.00 Air Other Contractual Services	26,600	29,153	30,000	30,000	30,000
70-591-24.02 Hangar Loan	12,324	12,324	10,270	10,270	0
70-591-24.04 Hangar/Terminal Loan	0	0	26,200	5,876	14,392
70-591-24.05 City Loan				18,725	36,531
TOTAL CONTRACTUAL SERVICES	47,774	60,006	83,495	83,919	102,543
70-591-30.00 Air Office Supplies	0	22	75	282	125
70-391-31.00 Air Printing	89	94	100	106	100
70-591-32.00 Air Publications	412	102	1,400	732	1,500
70-591-33.00 Air - promotions& advertising	4,991	1,886	2,400	934	2,400
70-591-35.00 Air Postage	239	176	350	243	350
70-591-37.00 Air Professional Services	14,605	10,237	17,150	6,008	17,350
70-591-38.00 Air Insurance	16,318	17,088	20,622	17,319	18,513
70-591-43.00 Air Communication Maintenance	0	1,347	200		200
70-591-44.00 Air Rents & Leases	8,397	1,952	6,528	6,520	6,528
70-591-45.00 Air Miscellaneous	315	252	150	893	150
70-591-47.00 Air Memberships & Dues	350	350	350	350	350
70-591-48.00 Air Travel, Conferences,Meetings	585	300	2,000	675	2,000
70-591-55.00 Air Vehicle Maintenance	1,898	1,738	3,500	339	3,500
70-591-56.00 Air Vehicle Expenses	4,181	4,161	5,000	2,627	5,000
70-591-56.01 Air - AVGas	77,530	86,622	80,000	99,111	120,000
70-591-57.00 Air Equipment Maint./Op. Exp.	47,899	46,106	15,000	6,801	15,000
70-591-58.00 Air Maintenance Building & Grounds	82,491	29,054	15,000	14,860	15,000
70-591-58.01 Tornado additional costs	0	67,888	0	0	0
TOTAL COMMODITIES	260,300	269,375	169,825	157,800	208,066
70-591-80.00 Air Improvements Buildings	0	1,319,884	150,000	28,573	20,000
70-591-81.00 FENCING/CONCRETE ETC	0	262,002	50,000	169,915	0
70-591-83.00 Air Machinery & Equipment	0	241,835	50,000	18,522	0
70-591-84.04 Runway maintenance	0	0	0	22,370	0
70-591-84.05 Reconstruct RWY 5/23/taxiway & turnaround	360	0	0	0	0
70-591-84.08 New hangar/add to existing/new site prep.	715,292	120,869	0	78,620	0
70-591-84.12 Engineering for construction & testing	30,947	0	0	0	0
70-591-84.18 Pave Parallel taxiway	0	0	0	0	100,000
TOTAL CAPITAL OUTLAY	746,599	1,944,590	250,000	318,000	120,000
TOTAL AIRPORT FUND	1,054,673	2,273,972	503,320	559,719	430,609

Wayne Municipal Airport Budget Projections for 2015-2016

				asking with co treas fees
70-312.00	Property Taxes			
	Assesed taxes \$.035	191,443,581.00	67,005.00	68,680.00
	Taxes for debt		14,184.00	14,539.00
	PROPERTY TAXES		81,189.00	
70-342.00	Federal Grants	0.00	150,000.00	
	Hangar			
	FEDERAL REVENUES		150,000.00	
70-351.00	Homestead Exemption		0.00	
70-355.00	Motor Vehicle Prorate Tax Alloc.		170.00	
70-358.00	State Grants			
70-358.01	State Loan			
70-369.00	Motor Vehicle Fee		0.00	
	STATE REVENUES		170.00	
70-368.00	Motor Vehicle Taxes		0.00	
70-390.00	Aerial Applicator permits		2,000.00	
70-391.00	Rentals			
	1 @ 100 = FBO	1,200.00		
	1 @ \$61/month = chemical storage	732.00		
	3 @ \$96.80/month	3,484.80		
	4 @ \$149.60/month	7,180.80		
	8 @ \$110/month	10,560.00		
	4 @ \$125.40/month	6,019.20		
	heated hangars	3,600.00		
	Insulated hangars	1,200.00		
	Terminal	4,800.00		
	East Hangar @ \$.11 per sq ft.	13,200.00		
			51,976.80	
70-392.00	Farm Income	49,801.50		
	hay	5,000.00	54,801.50	
70-393.00	Av gas sales		102,000.00	
70-394.00	Miscellaneous		100.00	
	LOCAL REVENUES		210,878.30	
70-421.00	Interest on Investments		100.00	
70-422.00	Loan - from city		0.00	
	MISCELLANEOUS		100.00	
	TOTAL AIRPORT FUND Revenues		442,337.30	
Expenditures for Airport				
70-591-20.00	Air Utilities			
	NNPPD _ PAPI's	1,380.00	1,380.00	
	Natural Gas		3,768.00	
	Hangar #1	2,400.00		
	House	748.00		
	Hangar/Terminal	620.00		
	Digital TV	792.00	792.00	
	Electricity		13,220.00	
	NDB/AWOS	680.00		
	Apron lighting	1,600.00		
	House	960.00		
	Terminal/hangar	8,332.00		
	Shop	1,048.00		
	Office	600.00		
			19,160.00	

70-591-21.00	Air Telephone/Telegraph		
	Telephone	\$100/month	1,200.00
	Cell Phone	\$70/month	840.00
	DSL - internet access	\$35/month	420.00
70-591-24.00	Air Other Contractual Services		
	Treasurer	500.00	6,000.00
	FBO	2,000.00	24,000.00
			<u>30,000.00</u>
70-591-24.02	Hangar/Terminal Loan		14,392.00
70-591-24.05	City Loan Payment		36,531.25
	TOTAL CONTRACTUAL SERVICES		<u>102,543.25</u>
70-591-30.00	Air Office Supplies		125.00
70-391-31.00	Air Printing		100.00
70-591-32.00	Air Publications		
	meeting notices	300.00	
	visitor guide	700.00	
	budget notices, etc	500.00	
			<u>1,500.00</u>
70-591-33.00	Air Promotions & Advertising		
	Ground School advertising	1,200.00	
	Scholarships	1,200.00	
			<u>2,400.00</u>
70-591-35.00	Air Postage		350.00
70-591-37.00	Air Professional Services		
	Audit	2,350.00	
	Local Attorney	15,000.00	
			<u>17,350.00</u>
	Air Insurance		
70-591-38.00	business package	8,989.05	
	building insurance	5,073.52	
	liability insurance	4,450.00	
			<u>18,512.57</u>
	Air Communication Maintenance		<u>200.00</u>
70-591-43.00	Air Rents & Leases		
70-591-44.00	AWOS	384.00	4,608.00
	NDB	160.00	1,920.00
			<u>6,528.00</u>
70-591-45.00	Air Miscellaneous		150.00
70-591-47.00	Air Memberships & Dues		
	Chamber	100.00	
	Nebr Airport Officials	250.00	
			<u>350.00</u>
70-591-48.00	Air Travel, Conferences, Meetings		2,000.00
70-591-55.00	Air Vehicle Maintenance		3,500.00
70-591-56.00	Air Vehicle Expenses		5,000.00
70-591-56.01	Air - AvGas		120,000.00
70-591-57.00	Air Equipment Maint./Op. Exp.		15,000.00
70-591-58.00	Air Maintenance Building & Grounds		15,000.00
	Vegetation control		
	Other - house, AC, shops, etc		
	TOTAL COMMODITIES		<u>205,665.57</u>
			<u>327,368.82</u>

PRELIMINARY LEVY ALLOCATION FROM CITY OF WAYNE

RESOLUTION NO. 2015-1

WHEREAS, Nebraska Statute 77-3443 (3) requires all political subdivisions subject to city levy authority to submit a preliminary request for levy allocation to the city council; and

WHEREAS, the Wayne City Council is the levy authority for the Wayne Municipal Airport.

NOW, THEREFORE BE IT RESOLVED that the following is said Board's tax request for budget year 2015-2016:

FUND TAX REQUEST	
General Fund	<u>\$ 68,680</u>
TOTAL	\$ 68,680

BE IT FURTHER RESOLVED that said Public Airport has repayment of Interest-Free Loans from the Department of Aeronautics for \$14,539 and this amount is not included in the above tax request as allowed by law.

NOW, THEREFORE BE IT RESOLVED that the following is said Board's tax request for budget year 2014-2015:

TOTAL

Motion by _____ to adopt Resolution NO. 2015-1. Seconded by _____.

Voting yes were: _____

Voting no were: _____

Motion carried.

Date this 13th day of July, 2015.

Chairman

Secretary

STATE OF NEBRASKA



Pete Ricketts
Governor



Jim Heine
Fire Marshal

WAYNE AIRPORT AUTHORITY
PO BOX 8
WAYNE, NE 68787

July 1, 2015

To: Underground Storage Tank Owners

Re: UST Operator Training

Title 159, the rules and regulations for underground storage tanks in the State of Nebraska was revised and approved in April 2015. Chapter 13 details a new requirement – operator training. From Title 159, Chapter 13, 001.01-02:

001.01. An owner or operator shall designate Class A, Class B, and Class C operators for each underground storage tank system or facility that has underground storage tanks regulated by the State Fire Marshal, except for unstaffed facilities for which only Class A and B operators shall be designated. A person may be designated for more than one class of operator.

001.02. Designated operators must successfully complete required training no later than December 31, 2015.

You may review Title 159 by visiting the agency website:

<http://www.sfm.nebraska.gov/regulations/title159.html>

The contact information for companies approved to provide training may be found on this page of our website:

<http://www.sfm.nebraska.gov/programs-services/fuels/flst/ust.html>

Please call me at 402-471-9664 if you have any questions.

Rosemary Hatton
Administrative Assistant

☐ MAIN OFFICE
☐ DISTRICT A
246 South 14th Street
Lincoln, NE 68508-1804
(402) 471-2027

☐ DISTRICT B
438 West Market
Albion, NE 68620-1241
(402) 395-2164

■ FUELS DIVISION
■ FLST ☐ Pipeline
246 South 14th Street
Lincoln, NE 68508-1804
(402) 471-9465

☐ TRAINING DIVISION
2410 North Wheeler Avenue
Suite 112
Grand Island, NE 68801-2376
(308) 385-6892

NEBRASKA DEPARTMENT OF AERONAUTICS

Pete Ricketts
Governor

Ronnie D. Mitchell
Director

July 8, 2015



Mr. Jerome Conratt, Chairman
Wayne Airport Authority
P.O. Box 8
Wayne, NE 68787-0008

Subject: Wayne Municipal Airport
Wayne, Nebraska
Project No. 3-31-0086-013
Financial

Dear Mr. Conratt:

We have been notified by the State Treasurer's office that the State of Nebraska is in the process of electronically transferring to the Wayne Airport Authority's bank account the amount of \$9,989.59 (EFT #53659675). This amount represents federal funds due the Wayne Airport Authority on the above project as shown on Summary of Project Costs, Statement No. 16-Final, a copy of which was submitted to you with our letter dated June 15, 2015.

This will financially close the project. If you have any questions, please contact our office.

Sincerely,

DEPARTMENT OF AERONAUTICS

Prepared by:

Barbara Atkins

Barbara Atkins
Accountant

Reviewed by:

Barry J. Scheinost

Barry J. Scheinost, P.E.
NDA Project Engineer

ba

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3431 Aviation Road Suite 150
Lincoln, Nebraska 68524

www.aero.nebraska.gov

Navigational Aids Office

Kearney Municipal Airport
5065 Airport Road
Kearney, Nebraska 68847
308.865.5696
fax 308.865.5697

*\$2000 driveway deposit
7989.59
Regulator*