

WAYNE MUNICIPAL  
AIRPORT AUTHORITY

May 9, 2016

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

- Engineer RFQ's
- Chicken Show

5. Old Business

- Tradewind Energy, Inc.
- PAPI lights on photo cells
- Report on pole lights at end of runway 18

6. Airport Managers comments

7. Member comments

8. Adjourn

WAYNE AIRPORT AUTHORITY MINUTES

APRIL 11, 2016

7 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 Jerome Conradt. The following members were present : Jerome Conradt, Tom Schmitz, Rod Tompkins, and Carl Rump. Also attending the meeting were Nancy Braden Airport Authority Treasurer, Kyle Dahl Airport Authority Attorney, Dawn Navrkal, Jim Hoffman, Sandra Hoffman, David Zach, Kurt Christiansen from Olsson Associates, Ben Doyle and Reed Bartels from Capitol Airspace and Tradewinds energy.

Schmitz moved and Tompkins seconded to approve the minutes of the March 14, 2016 meeting. Roll was called with the following results: Yeas: Conradt, Schmitz, Tompkins and Rump. Nays: None. The Chairman declared the motion carried.

Rump moved and Schmitz seconded to accept all the claims presented as of April 11, 2016. Roll was called with the following results: Yeas: Conradt, Schmitz, Tompkins and Rump. Nays: None. The Chairman declared the motion carried.

Reed Bartels and Ben Doyle provided a power-point presentation on the proposed Tradewinds Energy wind farm . The Chairman recommended the establishment of a committee to study this project. After some discussion the following individuals were asked to serve on this committee: Rod Tompkins, Dave Zach, Carl Rump and Nancy Braden. Tom Schmitz was asked to serve as an alternate

The Engineer selection process for future airport improvement projects was initiated with input requested from the following firms: Olsson Associates, Alfred Benesch &Co., Lamp,Rynearson & Associates, and the McLaury Co.

Schmitz moved and Rump seconded that we accept the hanger lease agreement with Doug Nelson. Roll was called with the following results: Yeas: Conradt, Schmitz and Rump. Nays: None. The Chairman declared the motion carried.

Rump moved and Schmitz seconded that we approve the 2016 Audit. Roll was called with the following results: Yeas: Conradt, Schmitz and Rump. Nays: None. The Chairman declared the motion carried.

Jim Hoffman provided an update on airport infrastructure. Among the items mentioned were the following: The drain between the hangers has been repaired, the windsock mast needs to be repaired, the gate controller is still malfunctioning, The PAPI lights are working, The mowers are nearly ready for summer, the pole lights need to be replaced with LEDs, windows in the garage need to be replaced.

There being no further business, The Chairman adjourned the meeting at 8:25 PM Carl Rump, Secretary

WAYNE AIRPORT AUTHORITY  
BANK SUMMARY  
CHECKING ACCOUNT  
May 9 2016

PREVIOUS BALANCE 196,069.37

DEPOSITS:

Interest on checking account	46.73
Avgas	1,429.61
County Treasurer	3,917.19
Payment on Accounts receivable	8,486.47

13,880.00

TOTAL AVAILABLE 209,949.37

CLAIMS:

Claims Paid April 11, 2016 17,741.02

BOOK BALANCE AS OF April 30, 2016 192,208.35

Plus Outstanding Checks 207.36

Less Outstanding Deposits .00

BANK BALANCE AS OF April 30, 2016 192,415.71

WAYNE MUNICIPAL  
AIRPORT AUTHORITY  
May 9, 2016

Ck #6908	American Broadband – telephone .....	91.55
Ck #6909	Appear – Rugs & mops.....	88.50
Ck #6910	Becker Flying Service – Managers contract.....2,000.00 Less FBO lease.....(100.00) Less storage bldg.....(61.00).....	1,839.00
Ck #6911	Black Hills Energy – natural gas .....	160.25
Ck #6912	Bomgaars – flags, chemicals, bolts, supplies .....	284.45
Ck #6913	Century Link – DSL.....	69.99
Ck #6914	Chesterman Co – water dispenser rental .....	7.00
Ck #6915	City of Wayne NDB/AWOS .....	29.16
	Apron lighting.....	49.95
	House .....	170.04
	Terminal/hangar.....	616.31
	Shop.....	79.63
	Office & irrigation .....	90.50
	Insurance.....	1,417.61
	Credit for Lodging .....	-44.54
	Publications .....	28.64
	Treasurer's fee .....	500.00
		2,937.30
EFT	Department of Aeronautics – Terminal/Hangar.....	1,182.00
	AWOS.....	383.33
	NDB .....	160.00
		1,725.33
Ck #6916	Heartland Natural Gas – natural gas .....	51.38
Ck #6917	Jim Hoffman – Digital TV .....	48.19
	Cell phone upgrade .....	79.45
		127.64
Ck #6918	John Deere Financial Mower Blades.....	47.94
	Service Mower.....	940.01
	Service Tractor .....	541.79
		1,529.74
Ck #6919	Northeast Nebraska Insurance Agency – Insurance.....	72.00
Ck #6920	Northeast Nebraska Public Power District – Electricity PAPI's .....	103.31
Ck #6921	Northeast Tire Service – tire repair, tube & boots.....	157.48
Ck #6922	Otte Construction Co. – drainage basin.....	5,505.00
EFT	Verizon – cell phone .....	91.89
Ck #6923	Wisner West – Diesel & Gasoline.....	198.82
	TOTAL .....	\$ 15,040.63

## Consultant Selection Criteria For FAA Projects

**\*\*\* Do Not Base Your Selection on Cost \*\*\***

Scope of Work / Project No. \_\_\_\_\_

Firm \_\_\_\_\_

**Prior to the interview, check at least three (3) references that had similar projects and that are similar in size to your airport. NDA can supply additional references.**

**Name/Location of Reference:** \_\_\_\_\_

1. When was the work done? *If more than 5 years old, contact another more recent reference.*
2. What was the scope of work?
3. Who from the firm did most of the work on this project?
4. Was the consultant's work done on time?
5. Were there change orders or major overruns?
6. Were you satisfied with the quality of the work?
7. Would you hire this firm again?

**Notes:**

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**Notes:**

**Points for References (20 max)** \_\_\_\_\_

## INTERVIEW

### Understanding of the project:

1. Describe your approach to this project. {e.g. pavement evaluation, asphalt or concrete, type of lights.}
2. Do you see any problem areas? How would you attempt to solve these problems?

**Points for Understanding of the Project (15 max) \_\_\_\_\_**

### Key Personnel:

1. Who will be assigned to do the work on this project and what will their duties be?  
{ {Project manager, design engineer, inspector, geotechnical} }
2. What experience do these staff members have with FAA projects that is recent and pertinent?  
{ {If little or no experience in the last 5 years, deduct half the points.} }
3. What other qualifications do these staff members have? {e.g. college degrees, other non/FAA experience}
4. What other work has been assigned to these staff members and how will this project fit into their current workload?

**Points for Key Personnel (40 max) \_\_\_\_\_**

**Firm's Qualifications**

1. Which branch office will be the primary contact? Describe their facilities.
  
2. What other work will this branch office be doing when our project is underway? How will this project fit into their schedule?
  
3. What experience does this office have with our type of project?
  
4. What other resources of the firm will be available? {{e.g. offices at other locations}}

**Points for Firm's Qualifications (15 max) \_\_\_\_\_**

**Familiarity with the airport and proximity to the airport:**

1. Describe the firm's prior experience on this airport.
  
2. How close is the branch office that is assigned to this project?

**Points for Familiarity/Proximity (10 max) \_\_\_\_\_**

**TOTAL POINTS – References & Interview (100 max) \_\_\_\_\_**

**\*\*\* Select the Most Qualified Firm – Not the Cheapest Firm \*\*\***