



CRETE AIRPORT ADVISORY BOARD MEETING

September 11th, 2025 at 8:15 AM
Crete City Hall, 243 East 13th Street

MINUTES

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

2. Roll Call

Greg Hier: Present
Kirk Keller: Absent
James Dux: Absent
Howard Nitzel: Present
Blaine Spanjer: Present
Present: 3. Absent: 2

Also present: City Attorney Anna Burge, City Clerk Nancy Tellez, IT Director Mike Kalkwarf, Airport Managers Samantha Haack and Justin Haack, Brian Brede, Finance Director Wendy Thomas arrived at 8:19 a.m.

3. Items of Business

3.A. August 14th, 2025 Meeting Minutes

Howard Nitzel motioned to approve the April 14th, 2025 minutes and Greg Hier seconded the motion.

Howard Nitzel: Aye, Blaine Spanjer: Aye, Greg Hier: Aye,

3.B. Discuss budget

Finance Director Wendy Thomas went through the Airport 2025-2026 Future Year Budget.

3.C. Discuss fuel procurement and pricing

Discussion was held on fuel procurement and pricing. The Airport Advisory Board members discussed having Airport Managers Samantha and Justin Haack and City Administrator Tom Ourada help with the fuel pricing.

Airport Advisory Board Chair Blaine Spanjer stated that there is a manual at the airport that has examples of the sheets that need to be filled out for fuel maintenance. Airport managers Samantha and Justin Haack stated that they had not seen that manual. Spanjer stated that he would reach out to Chris Corr to ask if he can provide the airport with a copy of the manuals.

Spanjer asked Finance Director Wendy Thomas if the City of Crete has an account set up for fuel sales. Thomas stated that they are working on it.

Airport Advisory Board member Howard Nitzel asked if there is a business plan for the fuel sales.

3.D. Update on lease rules and regulations

City Attorney Anna Burge stated that the lease rules and regulations have been sent out. Burge explained that what was sent out was different for end units and T-Hangars. Burge also stated that the tenants will need to sign the lease and also sign to acknowledge that they read the rules and regulations.

4. Petitions - Communications - Resident Concerns

Brian Brede addressed the Airport Advisory Board. He stated that he has been calling with questions about why he hasn't been receiving a bill and when he calls to pay, he hasn't been able to pay. He has been told to wait a week to pay.

Finance Director Wendy Thomas stated that the customer has an annual account. Thomas explained that if customers pay before the due date, then they do not get a statement mailed out to them.

5. Officers' Reports

5.A. Airport Manager Report

IT Director Mike Kalkwarf stated that making an inventory list would be important before winter. Kalkwarf also addressed the camping issue at the airport.

Airport Manager Samantha Haack stated that there is nothing in the rules and regulations regarding camping. City Attorney Anna Burge stated that even though it is not in the rules and regulations, it is in the City Code regarding zoning and the airport is not a designated camping space. Burge also stated she would give Haack a copy of the City Code where this is stated.

6. Adjournment

The meeting adjourned at 9:30 a.m.