

**Airport Advisory Board Meeting**  
**Wednesday, November 12, 2025 8:15 AM**  
**Crete City Hall**  
**243 E 13th Street**  
**Crete, NE 68333**

**1. Open Meeting**

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Community Room.
- Items listed on the agenda may be considered in any order.

**2. Roll Call**

- Attendance of members will be recorded to determine the presence of a quorum for official actions.

**3. Items of Business**

- Action may be taken to discuss/limit discussion, to hear testimony in favor of or in opposition to, and to approve or disapprove any matter presented under this title.

3.A. September 11th, 2025 Minutes

3.B. Discussion on beacon grant

3.C. Discussion on box hangar grant

3.D. Discussion on box hangar heat loan

3.E. Discussion on Fuel System operations

3.F. Discussion on demolition of A row hangars

**4. Petitions - Communications - Resident Concerns**

- Resident testimony may be limited to 3 minutes per person.
- Please do not repeat testimony that has already be heard.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

**5. Officers' Reports**

- Reports may be given by Officers, City Departments, Committees, or Board members concerning the current operations of the Airport.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

5.A. Airport Manager Report

**6. Adjournment**

**Disclaimers & Notices**

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.

- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at [www.crete.ne.gov](http://www.crete.ne.gov).



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## CRETE AIRPORT ADVISORY BOARD MEETING

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

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### 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.

**CRETE FUEL LLC  
FLOW TRACKER 24-25**

<b>MONTH</b>	<b>YEAR</b>	<b>100LL</b>	<b>JET-A</b>	<b>TOTAL GALLONS</b>	<b>FLOWAGE FEE</b>
AUGUST	2024	1634.20	2487.60	4121.70	\$329.74
SEPTEMBER	2024	1940.00	3225.30	5165.30	\$413.22
OCTOBER	2024	1098.50	4473.00	5571.50	\$445.72
NOVEMBER	2024	1001.30	2008.60	3009.90	\$240.79
DECEMBER	2024	545.40	2323.90	2869.30	\$229.54
JANUARY	2025	318.00	2559.60	2877.50	\$230.20
FEBRUARY	2025	459.20	2276.00	2735.30	\$218.82
MARCH	2025	1003	3076.5	4079.5	\$326.36
APRIL	2025	1746.4	3169	4915.4	\$393.23
MAY	2025	1465.9	2340.2	3806.1	\$304.49
JUNE	2025	1635.6	2898.2	4533.8	\$362.70
JULY	2025	2051.80	2288.70	4340.40	\$347.24
AUGUST	2025	3205.70	3536.60	6742.20	\$539.38

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FLOW TRACKER 24-25**

<b>MONTH</b>	<b>YEAR</b>	<b>100LL</b>	<b>JET-A</b>	<b>TOTAL GALLONS</b>	<b>FLOWAGE FEE</b>
SEPTEMBER	2024	1,940.00	3,225.30	5,165.30	\$413.22
OCTOBER	2024	1,098.50	4,473.00	5,571.50	\$445.72
NOVEMBER	2024	1,001.30	2,008.60	3,009.90	\$240.79
DECEMBER	2024	545.40	2,323.90	2,869.30	\$229.54
JANUARY	2025	318.00	2,559.60	2,877.50	\$230.20
FEBRUARY	2025	459.20	2,276.00	2,735.30	\$218.82
MARCH	2025	1,003.00	3,076.50	4,079.50	\$326.36
APRIL	2025	1,746.40	3,169.00	4,915.40	\$393.23
MAY	2025	1,465.90	2,340.20	3,806.10	\$304.49
JUNE	2025	1,635.60	2,898.20	4,533.80	\$362.70
JULY	2025	2,051.80	2,288.70	4,340.40	\$347.24
AUGUST	2025	3,205.70	3,536.60	6,742.20	\$539.38
SEPTEMBER	2025	2,830.70	2,491.00	5,321.70	\$425.73