

**AGENDA  
HASTINGS CITY / BARRY COUNTY AIRPORT COMMISSION  
REGULAR MEETING**

**September 22, 2021  
Hastings City/Barry County Airport  
2505 Murphy Drive, Hastings, MI 49058**

1. Call to Order at 4:30 p.m.
2. Pledge of Allegiance
3. Roll Call
4. \*Approval of Agenda
5. \*\*Limited Public Comment
6. \*Approval of the minutes of the August 25, 2021 Regular Meeting of the Airport Commission.
7. Financial Reports
  - A. \*Consider approval of the August 2021 Financial Report.
8. Old Business
9. New Business
10. Airport Manager's Report
11. Board Comments
12. \*\* Limited Public Comment
13. Adjournment

\* Indicates Attachment

**\*\* Guidelines for Public Comment**

Public Comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

**Hastings City / Barry County Airport Commission**  
**Draft Meeting Minutes**  
**August 25, 2021**

1. **Call to Order.** The meeting was called to order by Vice-chairperson Bowers at 4:30 p.m.

2. **Pledge of Allegiance.** Bowers led the recitation of the Pledge of Allegiance.

3. **Roll Call.** Roll was taken. Present: Bowers, Conner, Smelker, Tossava, and Holley. Absent: None.

4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda.

Motion by Smelker, second by Tossava to approve the agenda for today's meeting.

In favor: Bowers, Conner, Smelker, Tossava, and Holley

Opposed: None.

Motion carried.

5. **Limited Public Comment.** Holley asked if there was any limited public comment.

None.

6. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the July 28, 2021 regular meeting of the Airport Commission.

Motion by Tossava, second by Conner to approve the minutes of the July 28, 2021 regular meeting of the Airport Commission as presented.

In favor: Bowers, Conner, Smelker, Tossava, and Holley

Opposed: None.

Motion carried.

7. **Financial Reports.** Holley introduced discussion regarding the July 2021 Airport Fund financial report. Michael Brown and Mark Noteboom gave an overview and answered questions.

Motion by Tossava, second by Smelker to accept and place on file the financial report for July 2021.

In favor: Bowers, Conner, Smelker, Tossava, and Holley

Opposed: None.

Motion carried.

8. **Old Business.**

None.

9. **New Business.**

None

10. **Airport Manager's Report.** Holley introduced discussion regarding the Airport Manager's Report. Anderson presented and explained the Airport Manager's report.

11. **Board Comments.** Holley asked for additional comments from the Airport Commission.

None.

12. **Limited Public Comment.** Holley asked if there was any limited public comment.

Ross DeMaagd volunteered to remove a tree limb that had fallen during the recent storm.

13. **Adjournment.** Motion by Tossava, second by Smelker to adjourn at 4:48 p.m.

In favor: Bowers, Conner, Smelker, Tossava, and Holley  
Opposed: None.

Submitted by: Michael Brown, Administrative Secretary

Revenue Status Report

revstat.rpt  
 09/14/2021 2:26PM  
 Periods: 8 through 8

BARRY COUNTY  
 8/1/2021 through 8/31/2021

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
295 AIRPORT FUND					
000 DEPT					
000-553-000 STATE GRANT	0.00	0.00	0.00	0.00	0.00
000-580-000 CONTRIBUTIONS FROM LOCAL UNITS CONT	0.00	0.00	0.00	0.00	0.00
000-608-000 HANGER RENT & TIE DOWN FEES	145,000.00	13,695.50	96,222.05	48,777.95	66.36
000-609-050 OTHER	1,000.00	0.00	0.00	1,000.00	0.00
000-648-000 SALE OF GAS	182,784.00	23,367.68	110,274.01	72,509.99	60.33
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	3,500.00	0.00	14,643.58	-11,143.58	418.39
000-679-010 MISC REIMBURSEMENT	0.00	578.50	578.50	-578.50	0.00
Total AIRPORT FUND	332,284.00	37,641.68	221,718.14	110,565.86	66.73
Grand Total	332,284.00	37,641.68	221,718.14	110,565.86	66.73

Expenditure Status Report

expstat.rpt  
09/14/2021 2:25PM  
Periods: 8 through 8

BARRY COUNTY  
8/1/2021 through 8/31/2021

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prc't Used
295 AIRPORT FUND						
895 AIRPORT						
895-708-000 CONTRACTUAL SALARIES	79,000.00	6,583.33	52,666.64	0.00	26,333.36	66.67
895-727-000 OFFICE SUPPLIES	550.00	0.00	64.06	0.00	485.94	11.65
895-729-000 POSTAGE	180.00	0.00	55.00	0.00	125.00	30.56
895-734-000 SALES TAX	10,200.00	455.40	2,172.70	0.00	8,027.30	21.30
895-745-000 GAS & OIL	300.00	0.00	7.38	0.00	292.62	2.46
895-748-000 OTHER SUPPLIES	400.00	0.00	26.98	0.00	373.02	6.75
895-802-010 ARCHITECT/ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00	0.00
895-806-000 LEGAL FEES	25,000.00	0.00	0.00	0.00	25,000.00	0.00
895-807-000 DJES-SUBSCRIPTIONS	50.00	0.00	985.00	0.00	-935.00	1,970.00
895-808-000 CONTRACTUAL SERV/SNOW PLOWING	0.00	0.00	0.00	0.00	0.00	0.00
895-809-000 SERVICE CONTRACTS	1,450.00	0.00	0.00	0.00	1,450.00	0.00
895-816-000 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
895-851-000 TELEPHONE & FAX	728.00	0.00	0.00	0.00	728.00	0.00
895-910-000 INSURANCE	6,900.00	0.00	8,291.63	0.00	-1,391.63	120.17
895-921-000 UTILITIES	11,000.00	685.51	6,745.41	0.00	4,254.59	61.32
895-925-000 TRASH PICKUP	700.00	50.00	400.00	0.00	300.00	57.14
895-931-000 BUILDING REPAIRS & MAINTENANCE	2,500.00	0.00	298.82	0.00	2,201.18	11.95
895-932-000 EQUIPMENT REPAIRS & MAINT	3,000.00	164.40	4,010.54	0.00	-1,010.54	133.68
895-960-000 MISCELLANEOUS EXPENSES	500.00	0.00	140.94	0.00	359.06	28.19
895-960-100 BANK OR CREDIT CARD FEES	8,400.00	569.60	2,735.13	0.00	5,664.87	32.56
895-974-000 CAPITAL OUTLAY/LAND IMPROVEMENTS	3,500.00	0.00	0.00	0.00	3,500.00	0.00
895-975-000 CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00
895-976-000 CAPITAL OUTLAY/5 YEAR MATCH	3,500.00	0.00	0.00	0.00	3,500.00	0.00
895-977-000 CAPITAL OUTLAY/MACHINERY & EQUIPMENT	3,000.00	0.00	-2,356.03	0.00	5,356.03	78.53
895-979-000 CAPITAL OUTLAY/YARD & BUILDING	115,105.00	0.00	88,418.75	0.00	26,686.25	76.82
895-979-010 GAS TANK	154,000.00	16,438.64	70,195.67	0.00	83,804.33	45.58
895-990-000 AIRPORT LOAN PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total AIRPORT FUND</b>	<b>429,963.00</b>	<b>24,946.88</b>	<b>234,858.62</b>	<b>0.00</b>	<b>195,104.38</b>	<b>54.62</b>

**ACCUMULATED PAID LIST**  
 Period Ending 8/2021 Fiscal Period 8 Year 2021

**BARRY COUNTY**  
 09/14/2021

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date			
<b>295 AIRPORT FUND</b>									
<b>895 AIRPORT</b>									
<b>295-895-708-000</b>									
041972	NOTEBOOK CONSTRUCTION & MANAGEM	3178	08/02/2021	295-895-708-000	AIRPORT/MOETHLY/AUG	\$6,583.33	324255	08/05/2021	C
					<b>ACCOUNT TOTAL</b>	<b>6,583.33</b>			
					<b>DEPARTMENT TOTAL</b>	<b>\$6,583.33</b>			
023425	STATE OF MICHIGAN	2021/7	08/03/2021	295-895-734-000	COUNTY OF BARRY/STATE WITHHOL	\$455.40	324289	08/05/2021	C
					<b>ACCOUNT TOTAL</b>	<b>455.40</b>			
					<b>DEPARTMENT TOTAL</b>	<b>\$455.40</b>			
008300	CONSUMERS ENERGY, PAYMENT CENTER	3219	08/16/2021	295-895-921-000	AIRPORT/GAS	\$15.00	324511	08/19/2021	C
014546	GREAT LAKES ENERGY	3219	08/16/2021	295-895-921-000	AIRPORT/ENERGY USE	\$670.51	324530	08/19/2021	C
					<b>ACCOUNT TOTAL</b>	<b>685.51</b>			
					<b>DEPARTMENT TOTAL</b>	<b>\$685.51</b>			
051099	JIM'S PICKUP SERVICE	3194	08/10/2021	295-895-925-000	AIRPORT/MONTHLY TRASH P/U JCON	\$50.00	324424	08/12/2021	C
					<b>ACCOUNT TOTAL</b>	<b>50.00</b>			
					<b>DEPARTMENT TOTAL</b>	<b>\$50.00</b>			
029050	REMINDER, THE	379713	08/11/2021	295-895-932-000	AIRPORT/AD FOR BIDS UNDERGROU	\$46.98	324451	08/12/2021	C
054903	J & M AIRCRAFT SUPPLY INC	41442	08/16/2021	295-895-932-000	AIRPORT/RUNWAY PARTS BULBS	\$117.42	324538	08/19/2021	C
					<b>ACCOUNT TOTAL</b>	<b>164.40</b>			
					<b>DEPARTMENT TOTAL</b>	<b>\$164.40</b>			
046076	AVFUEL CORP.	015326636	08/09/2021	295-895-979-010	AIRPORT/3933 GALLONS FOR RESALE	\$16,438.64	324375	08/12/2021	C
					<b>ACCOUNT TOTAL</b>	<b>16,438.64</b>			
					<b>DEPARTMENT TOTAL</b>	<b>\$16,438.64</b>			
					<b>FUND TOTAL</b>	<b>\$24,377.28</b>			

**Add Bank/credit card fees**  
 \$ 569.60  
**TOTAL \$24,946.88**