

Hastings City / Barry County Airport Commission
Draft Meeting Minutes
April 22, 2020

1. **Call to Order.** The meeting was called to order by Chairperson Holley at 10:00 a.m.
2. **Pledge of Allegiance.** Holley led those present in the recitation of the Pledge of Allegiance.
3. **Roll Call.** Roll was taken. Present: Smelker, Conner, Bowers, Tossava, and Holley. Absent: None.
4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda. None presented.

Motion by Smelker, second by Conner to approve the agenda for today's meeting as presented.

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

Motion carried.

5. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the February 26, 2020 regular meeting of the Airport Commission.

Motion by Smelker, second by Bowers to approve the minutes of the February 26, 2020 regular meeting of the Airport Commission.

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

Motion carried.

6. **Financial Reports.** Holley introduced discussion regarding the March 2020 Airport Fund financial report. Brown gave a summary.

Conner asked about donated legal fees, will it be a reimbursement, are over budget? Noteboom noted money was received, budget amendment will be needed.

Motion by Smelker, second by Tossava to accept and place on file the financial reports for March 2020.

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

Motion carried.

7. **New Business.** Holley introduced new business.

Approve compliance letter to the State of Michigan.

Bowers announced that he did not agree with the letter, 3 years is too long at most should be 1 year. Also feels that the fees for the lease should go to the General Fund for the Airport. Holley noted that 3 years is not unreasonable when you take into account that building of a new facility.

Tossava noted that the focus should be on the violation of a non-aeronautical business, the eviction notice and length of 3 years, and the chairperson and manager have the ability to draft this letter.

Bowers noted that the Board should have been in on the decision. Conner noted that this should have been a Board decision. Holley noted that there was a deadline and as chairperson was told by Board members to take action and create a plan to tentatively move forward. This plan will go back to the State once the Board approves.

Noteboom noted that 2 years ago when the same complaint was brought by VanLiere the Board instructed the Manager to handle with the Chairperson. Bowers noted still should be Board decision because of the magnitude of the situation.

Motion by Tossava, second by Smelker to approve compliance letter to the State of Michigan. Smelker noted that he agreed with letter but possible to remove 3 year lease. Tossava asked about taxes because of federal land. Noteboom noted there is not property tax. Larry Watson noted that personal property tax is not assessed if under \$80,000 in assets. Smelker called other airports to see if any had similar situations. The quicker airport gets past having non-aeronautical businesses the better. Conner stated that she wished the Board would get information from State to be able to reference. Holley noted that all Board members received the letter from Bryan Budds. Bowers noted it was received too late and should change from 3 years to 1 year. Noteboom noted it would be more than fair to have no less than 2 years for the business to move and the current letter was drafted by the former compliance officer for Board approval. Tossava noted that he would amend motion to be 2 years, there was no second.

In favor: Tossava and Holley

Opposed: Conner, Smelker, and Bowers

Motion failed.

Motion by Bowers, second by Tossava to approve compliance letter with 1 year extension of lease.

In favor: Bowers

Opposed: Conner, Smelker, Tossava, and Holley

Motion failed.

Motion by Smelker, second by Tossava to approve compliance letter to the State of Michigan with 18 month extension on lease.

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

Motion carried.

Approve amendment to Noteboom Lease.

Noteboom stated that he would rewrite lease and bring back to Board.

Smelker noted that if lease was rewritten with contract end date 18-months from now, the Board should be able to approve immediately.

Motion by Smelker, second by Bowers to approve the amendment to Noteboom Lease with an October 31, 2021 end date. Conner noted that documents should be given to the Board for approval.

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

Motion carried.

8. **Airport Manager's Report.** Holley introduced discussion regarding the Airport Manger's Report. Noteboom presented and explained the Airport Manager's report. Conner questioned if the grant application that was referenced in the report was signed by the Manager. Noteboom stated it came in yesterday and needed to be out in a short time, this is something that has always been handled by the Manager. Conner stated that correspondences need to be seen by the Board.

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

Smelker asked for a report on the deer population and hunting permits. Noteboom noted that it is not currently an issue. The herd appears to have moved on.

10. **Limited Public Comment.** Holley asked for limited comment from the public.

Randy VanLiere asked if Noteboom and Larry Baum were still moving forward to privatize the airport. It was noted that this is time for Public Comment, not questions. VanLiere than asked when is the appropriate time for public questions. Noteboom agreed to respond, not his plan, up to City and County for discussion.

VanLiere then questioned how leases are done with buildings that are leasing airport property?

Michael Dantuma stated that the previous owner did not sell the buildings to Noteboom. Any sale of buildings on airport property must go through grant assurances.

Matt Spencer noted that the lease amount listed was very low and Board should renegotiate the lease. Smelker clarified that the lease is per square foot of land. Spencer made a formal request to have a discussion on Board agreement for leases on airport property. Noted that Holley and Czarnecki will work to make sure on next agenda.

Brenda Velmoor noted that there should be the ability for the public to ask questions.

11. **Adjournment.** Motion by Bowers, second by Smelker to adjourn at 11:05 a.m.

Motion carried.

Submitted by: Jerry Czarnecki, Administrative Secretary