

**Hastings City / Barry County Airport Commission**  
**Draft Meeting Minutes**  
**December 10, 2020**  
**Virtual Meeting**

1. **Call to Order.** The meeting was called to order by Chairperson Holley at 10:00 a.m.

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

3. **Roll Call.** Roll was taken. Present: Bowers, Conner, Tossava, and Holley.  
Absent: Smelker.

4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda. None forwarded.

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

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

Motion carried.

5. **Limited Public Comment.** None forwarded.

6. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the October 28, 2020 regular meeting of the Airport Commission.

Motion by Tossava, second by Bowers to approve the minutes of the October 28, 2020 regular meeting of the Airport Commission as presented.

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

Motion carried.

7. **Financial Reports.** Holley introduced discussion regarding the October 2020 Airport Fund financial report. Michael Brown gave an overview and answered questions.

Motion by Tossava, second by Bowers to accept and place on file the financial report for October 2020.

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

Motion carried.

8. **Old Business.**

None

9. **New Business.**

- A. Holley introduced discussion of M-DOT Corrective Action Plan. Noteboom and Holley constructed a letter to propose to fix Corrective Action Plan. Budds (M-DOT) stated it seems to be heading in correct direction. Cannot give a definite answer without a closer look. Conner question why she did not know Board was taking action. Budds did state there is a current Corrective Action Plan from July 30<sup>th</sup>, with 18 months length. Noteboom noted that Board extended prior to M-DOT giving approval.

Motion by Conner, second by Tossava to have Airport Manager and Commission Chairperson move forward to create amended Corrective Action Plan ending December 31, 2020.

In favor: Bowers, Conner, Tossava, and Holley

Opposed: None.

Absent: Smelker.

Motion carried.

- B. Discuss Airport Land Plan (ALP) Mixed Use.

Motion by Bowers, second by Conner to table decision until full Board is present.

In favor: Bowers and Conner.

Opposed: Tossava and Holley.

Absent: Smelker.

No action taken.

Tossava requested that representatives from M-DOT share information about ALP and moving forward. Budds and his team shared information.

- C. Leasing Plan

M-DOT shared information, no action taken.

D. Elect Member at Large

Motion by Tossava, second by Bowers to appoint Holley as member at Large.

In favor: Bowers, Conner, and Tossava.

Opposed: None.

Absent: Smelker.

Abstain: Holley

Motion carried.

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

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

Holley reminded Commission that the Attorney needed to follow up on appeal for FOIA, will cost at least \$5,000.

12. **Limited Public Comment.**

None forwarded.

13. **Adjournment.** Motion by Tossava, second by Conner to adjourn at 11:15 a.m.

Motion carried.

Submitted by: Jerry Czarnecki, Administrative Secretary