

**Hastings City / Barry County Airport Commission**  
**Draft Meeting Minutes**  
**June 22, 2022**

1. **Call to Order.** The meeting was called to order by Chairperson Holley at 4:30 p.m.
2. **Pledge of Allegiance.** Holley led the recitation of the Pledge of Allegiance.
3. **Roll Call.** Roll was taken. Present: Holley, Tossava, Conner and Smelker.  
Absent: Bowers.
4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda.

Noteboom asked to add to the agenda the following items: work on runway ditch; obsolete airport equipment; Mead and Hunt contract; and donation of hangar.

Motion by Tossava, second by Smelker to approve the agenda as amended.

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

Motion carried.

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

Ross DeMaadg from the Hastings Flying Association informed the Commission that the dawn patrol fly-in will be on July 9, 2022, that the HFA purchased a new vending machine for the airport terminal building, and that the HFA has re-stained the observation deck.

6. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the April 27, 2022 regular meeting of the Airport Commission.

Motion by Smelker, second by Conner to approve the minutes of the April 27, 2022 regular meeting of the Airport Commission as presented.

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

Motion carried.

7. **Financial Reports.** Holley introduced discussion regarding the April and May, 2022 Airport Fund financial reports. Mark Noteboom gave an overview and answered questions.

Motion by Tossava, second by Smelker to accept and place on file the financial reports for April and May, 2022.

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

Motion carried.

8. **Old Business.**

None.

9. **New Business.**

Noteboom stated that we have a John Deere tractor with mower and an old gas pump that should be put up for sale on one of the auction sites as they are not used anymore. He estimated the tractor to be worth about \$3,000, the mower about \$1,000 and the gas pump a few hundred dollars.

Motion by Tossava, second by Smelker to authorize the Airport Manager to publicly sell the John Deere Tractor, mower and gas pump.

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

Motion carried.

Noteboom explained the new contract with Mead and Hunt for the rehabilitation of the parking lot and sidewalks. Per new rules all projects have to be submitted by July each year. The contract was provided to the Commission to review. Noteboom stated that this is for the engineering associated with this project by Mead and Hunt and that the airport share is five percent.

Motion by Tossava, second by Conner to approve Holley and Tossava to sign the agreement.

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

Motion carried.

Noteboom informed the Commission that Larry Baum has purchased the former Skydive building and is donating it to the Airport Commission. Affordable Metals will remain as a tenant until December 31, 2022 and pay rent to the Airport Commission. The airport's attorney is drafting a new lease for them to review. Holley asked for motion to accept donation.

Motion by Tossava, second by Smelker to accept the donation of the former Skydive building from Larry Baum.

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

Motion carried.

The Commission thanked Larry for his generosity and requested Michael Brown prepare a formal letter to Larry acknowledging the donation. Noteboom further explained that Don Smith is required to complete certain repairs to the building before he moves out.

Noteboom opened discussion about Rutland Township trying to tax Larry Haywood for leased airport land. Haywood stated he would not pay it on land that he didn't own and with a parcel identification number that Rutland made up. Rutland submitted the bill to Barry County and was paid out of county funds set aside for that purpose. Noteboom stated that the attorney is working on a new lease that would not allow Rutland Township to tax them in the future.

Noteboom advised that the Airport Commission should go ahead with filling in the ditch adjacent to runway 12/30. Bids were solicited last year. B&R Excavating was mid-priced, has the equipment to handle the job and has completed many projects in the past at the Airport. The price would be \$23,000.

Motion by Smelker, second by Conner to award the bid for filling in the ditch adjacent to runway 12/30 to B&R Excavating in the amount of \$23,000.

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

Motion carried.

10. **Airport Manager's Report.** Holley introduced discussion regarding the Airport Manger's Report. Noteboom presented and explained the Airport Manager's report. Noteboom informed the Commission that: aviation fuel was purchased yesterday and the new pump price is \$7.89; there are two empty hangers at this time; and he clarified his posting for the Airport Manager position. He is accepting applications at this time so that the Commission will have a pool to consider in the future. His contract allows him to hire a manager to work for him until he leaves. Then the board will hire how they desire.
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.  
  
Dave Gerber stated that he thought Mark Noteboom was doing a very good job. Lewis Shaw thanked the Commission for moving forward with the ditch

rehabilitation. Gino Lucci asked if there was a plan for the downturn in the economy. It was explained that there is.

13. **Adjournment.** Motion by Smelker, second by Tossava to adjourn at 5:30 p.m.

In favor: Holley, Tossava, Conner and Smelker.

Opposed: None.

Submitted by: Mark Anderson, Assistant Airport Manager