

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

**August 24, 2022
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 July 27, 2022 Regular Meeting.
7. Financial Reports
 - A. *Consider approval of the July 2022 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
July 27, 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, Bowers, Conner and Smelker.
4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda. Noteboom asked to have Mead and Hunt and the rehab project added to new business.

Motion by Connor, support by Bowers, to approve the agenda as amended.

In favor: Bowers, Conner, Holley, Smelker and Tossava.
Opposed: None.
Motion carried.
5. **Limited Public Comment.** Holley asked if there was any limited public comment.

Ross DeMaadg reported on the Dawn Patrol that happened at the airport on July 9, 2022. Ross also talked about the price of fuel.
6. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the June 22, 2022 regular meeting of the Airport Commission.

Motion by Smelker, support by Conner to approve the minutes of the June 22, 2022 regular meeting of the Airport Commission as presented.

In favor: Bowers, Connor, Smelker, Holley and Tossava.
Opposed: None.
Motion carried.
7. **Financial Reports.** Holley introduced discussion regarding the June 2022 Airport Fund financial reports. Mark Noteboom gave an overview and answered questions.

Motion by Smelker, second by Bowers to accept and place on file the financial reports for June, 2022.

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

Motion carried.
8. **Old Business.**

None.

9. **New Business.**

Noteboom stated that the airport's next project would require \$40,000.00 pre-construction deposit. This project would be to replace sidewalk, parking lot and rehabilitate the terminal building this would be overseen by Mead and Hunt.

Motion by Tossava, second by Smelker to approve spending up to \$40,000.00 for a pre-construction deposit for rehab work at the Airport and to recommend to the City Council and the Barry County Board of Commissioners for approval.

In Favor (roll call vote): Connor, Bowers, Tossava, Smelker and Holley.
Opposed: None.
Motion carried.

10. **Airport Manager's Report. July 2022.**

- Fuel reconciled for the month of June.
- We have 2T-Hangers open for lease.
- Sold all the items through the auction:
 - 950 John Deere \$5,850.00
 - 6-foot mower \$2,010.00
 - Blower \$3,750.00
 - Old gas pump \$ 400.00
 - Airport will receive the funds next Tuesday.
- Fence project still in the works
- Ditch project is completed.

Holley asked if any of the board members had any questions.

None.

11. **Board Comments.** Holley asked if any of the board members had any comments.

None.

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

None.

13. **Adjournment.** Motion by Smelker, support by Connor to adjourn at 5:20 p.m.

In favor: Smelker, Connor, Holley, Bowers and Tossava.

Opposed: None.

Submitted by: David J. Tossava, Board Secretary

Revenue Status Report

BARRY COUNTY
 7/1/2022 through 7/31/2022

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
295 AIRPORT FUND					
000 DEPT					
000-553-000 STATE GRANT	14,000.00	0.00	13,000.00	1,000.00	92.86
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	150,000.00	11,173.30	105,837.30	44,162.70	70.56
000-609-050 OTHER	0.00	0.00	0.00	0.00	0.00
000-648-000 SALE OF GAS	150,000.00	34,672.83	109,255.10	40,744.90	72.84
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	1,450.00	0.00	11,297.73	-9,847.73	779.15
000-679-010 MISC REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	315,450.00	45,846.13	239,390.13	76,059.87	75.89
Grand Total	315,450.00	45,846.13	239,390.13	76,059.87	75.89

Expenditure Status Report

expstat.rpt
08/22/2022 4:22PM
Periods: 7 through 7

BARRY COUNTY
7/1/2022 through 7/31/2022

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	46,083.31	0.00	32,916.69	58.33
895-727-000 OFFICE SUPPLIES	600.00	100.37	191.98	0.00	408.02	32.00
895-729-000 POSTAGE	180.00	0.00	58.00	0.00	122.00	32.22
895-734-000 SALES TAX	4,000.00	581.43	1,751.47	0.00	2,248.53	43.79
895-745-000 GAS & OIL	300.00	0.00	0.00	0.00	300.00	0.00
895-748-000 OTHER SUPPLIES	500.00	0.00	110.75	0.00	389.25	22.15
895-802-010 ARCHITECT/ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00	0.00
895-806-000 LEGAL FEES	3,000.00	0.00	0.00	0.00	3,000.00	0.00
895-807-000 DUES-SUBSCRIPTIONS	1,000.00	0.00	50.00	0.00	950.00	5.00
895-808-000 CONTRACTUAL SERV/SNOW PLOWING	0.00	0.00	0.00	0.00	0.00	0.00
895-809-000 SERVICE CONTRACTS	1,500.00	0.00	1,130.25	0.00	369.75	75.35
895-816-000 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
895-851-000 TELEPHONE & FAX	100.00	0.00	0.00	0.00	100.00	0.00
895-910-000 INSURANCE	7,200.00	0.00	584.60	0.00	6,615.40	8.12
895-921-000 UTILITIES	11,000.00	705.50	6,806.59	0.00	4,193.41	61.88
895-925-000 TRASH PICKUP	750.00	50.00	350.00	0.00	400.00	46.67
895-931-000 BUILDING REPAIRS & MAINTENANCE	2,500.00	0.00	787.61	0.00	1,712.39	31.50
895-932-000 EQUIPMENT REPAIRS & MAINT	3,000.00	0.00	1,432.18	0.00	1,567.82	47.74
895-960-000 MISCELLANEOUS EXPENSES	1,000.00	195.00	195.00	0.00	805.00	19.50
895-960-100 BANK OR CREDIT CARD FEES	8,400.00	897.97	2,696.10	0.00	5,703.90	32.10
895-974-000 CAPITAL OUTLAY/LAND IMPROVEMENTS	6,500.00	0.00	0.00	0.00	6,500.00	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	10,000.00	0.00	0.00	0.00	10,000.00	0.00
895-977-000 CAPITAL OUTLAY/MACHINERY & EQUIPMENT	2,000.00	0.00	0.00	0.00	2,000.00	0.00
895-979-000 CAPITAL OUTLAY/YARD & BUILDING	5,000.00	23,000.00	30,929.51	0.00	-25,929.51	618.59
895-979-010 GAS TANK	134,000.00	10,901.51	97,617.46	0.00	36,382.54	72.85
895-990-000 AIRPORT LOAN PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	281,530.00	43,015.11	190,774.81	0.00	90,755.19	67.76

ACCUMULATED PAID LIST
 Period Ending 7/2022 Fiscal Period 7 Year 2022

BARRY COUNTY
 08/22/2022

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
295 AIRPORT FUND						
895 AIRPORT						
295-895-708-000						
041972	July 07/13/2022	295-895-708-000	AIRPORT/JULY	\$6,583.33	330388	07/13/2022
			ACCOUNT TOTAL	6,583.33		
			DEPARTMENT TOTAL	\$6,583.33		
041972	07/20/2022	295-895-727-000	AIRPORT/REIMBURSE FOR SUPPLIES	\$30.62	330656	07/21/2022
041972	07/27/2022	295-895-727-000	AIRPORT/REIMBURSEMENT	\$69.75	330836	07/28/2022
			ACCOUNT TOTAL	100.37		
			DEPARTMENT TOTAL	\$100.37		
023425	2022/6 07/06/2022	295-895-734-000	COUNTY OF BARRY/STATE WITHHOL	\$581.43	330320	07/07/2022
			ACCOUNT TOTAL	581.43		
			DEPARTMENT TOTAL	\$581.43		
008300	07/11/2022	295-895-921-000	AIRPORT/GAS	\$15.00	330430	07/14/2022
014546	07/18/2022	295-895-921-000	AIRPORT/ENERGY USE	\$690.50	330627	07/21/2022
			ACCOUNT TOTAL	705.50		
			DEPARTMENT TOTAL	\$705.50		
051099	07/11/2022	295-895-925-000	AIRPORT/JULY #JCOM0050	\$50.00	330486	07/14/2022
			ACCOUNT TOTAL	50.00		
			DEPARTMENT TOTAL	\$50.00		
029050	07/06/2022	295-895-960-000	AIRPORT/AD FOR POSITION	\$195.00	330315	07/07/2022
			ACCOUNT TOTAL	195.00		
			DEPARTMENT TOTAL	\$195.00		
051289	07/19/2022	295-895-979-000	AIRPORT/FILLING DITCH AREA	\$23,000.00	330588	07/21/2022
			ACCOUNT TOTAL	23,000.00		
			DEPARTMENT TOTAL	\$23,000.00		
046076	07/11/2022	295-895-979-010	AIRPORT/JET FUEL FOR RESALE 2388	\$10,901.51	330396	07/14/2022
			ACCOUNT TOTAL	10,901.51		
			DEPARTMENT TOTAL	\$10,901.51		
			FUND TOTAL	\$42,117.14		
			Add Bank/credit card fees	897.97		
			TOTAL	\$43,015.11		