

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

**October 26, 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 September 28, 2022 Regular Meeting.
7. Financial Reports
 - A. *Consider approval of the September 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
September 28, 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 Bowers.
Absent: Smelker.
4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda.

Motion by Tossava, second by Bowers to approve the agenda.

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

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

Lewis Shaw advised the Commission that Deming's Auto is retiring and willing to sell the property.
6. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the August 24, 2022 regular meeting of the Airport Commission.

Motion by Bowers, second by Conner to approve the minutes of the August 24, 2022 regular meeting of the Airport Commission as presented.

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

Motion carried.
7. **Financial Reports.** Holley introduced discussion regarding the August, 2022 Airport Fund financial reports. Brown gave an overview and Noteboom answered questions.

Motion by Tossava, second by Bowers to accept and place on file the financial report for August, 2022.

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

Motion carried.

8. **Old Business.** None.
9. **New Business.** None.
10. **Airport Manager's Report.** Holley introduced discussion regarding the Airport Manger's Report. Noteboom presented and explained the Airport Manager's report, including that he hired B&R Excavating to clear trees off the 36 runway threshold for \$2,500 due to the airport inspection.
11. **Board Comments.** Holley asked for additional comments from the Airport Commission.

Tossava commented on the hot air balloons that launched from the airport over the weekend.
12. **Limited Public Comment.** None.
13. **Adjournment.** Motion by Bowers, second by Conner to adjourn at 4:55 p.m.

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

Submitted by: Michael Brown, Administrative Secretary

Revenue Status Report

revstat.rpt
10/17/2022 8:57AM
Periods: 9 through 9

BARRY COUNTY
9/1/2022 through 9/30/2022

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	15,967.50	129,577.30	20,422.70	86.38
000-609-050 OTHER	0.00	0.00	0.00	0.00	0.00
000-648-000 SALE OF GAS	150,000.00	24,172.33	164,665.38	-14,665.38	109.78
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	1,450.00	551.65	27,339.38	-25,889.38	1885.47
000-679-010 MISC REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	315,450.00	40,691.48	334,582.06	-19,132.06	106.07
Grand Total	315,450.00	40,691.48	334,582.06	-19,132.06	106.07

Expenditure Status Report

expstat.rpt
10/17/2022 8:58AM
Periods: 9 through 9

BARRY COUNTY

9/1/2022 through 9/30/2022

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
295 AIRPORT FUND						
895 AIRPORT						
895-708-000 CONTRACTUAL SALARIES	79,000.00	6,583.33	59,249.97	0.00	19,750.03	75.00
895-727-000 OFFICE SUPPLIES	600.00	36.03	228.01	0.00	371.99	38.00
895-729-000 POSTAGE	180.00	0.00	118.00	0.00	62.00	65.56
895-734-000 SALES TAX	4,000.00	321.92	2,718.59	0.00	1,281.41	67.96
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	258.70	0.00	241.30	51.74
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	391.00	391.00	0.00	2,609.00	13.03
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	4,260.00	4,844.60	0.00	2,355.40	67.29
895-921-000 UTILITIES	11,000.00	721.91	8,274.49	0.00	2,725.51	75.22
895-925-000 TRASH PICKUP	750.00	55.00	455.00	0.00	295.00	60.67
895-931-000 BUILDING REPAIRS & MAINTENANCE	2,500.00	404.85	1,192.46	0.00	1,307.54	47.70
895-932-000 EQUIPMENT REPAIRS & MAINT	3,000.00	601.26	2,033.44	0.00	966.56	67.78
895-960-000 MISCELLANEOUS EXPENSES	1,000.00	104.40	299.40	0.00	700.60	29.94
895-960-100 BANK OR CREDIT CARD FEES	8,400.00	582.51	4,033.24	0.00	4,366.76	48.01
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	0.00	31,671.51	0.00	-26,671.51	633.43
895-979-010 GAS TANK	134,000.00	28,273.93	155,725.04	0.00	-21,725.04	116.21
895-990-000 AIRPORT LOAN PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	281,530.00	42,336.14	272,673.70	0.00	8,856.30	96.85

ACCUMULATED PAID LIST
 Period Ending 9/2022 Fiscal Period 9 Year 2022

BARRY COUNTY
 10/17/2022

295 AIRPORT FUND

895 AIRPORT
295-895-708-000

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
041972	Sept 09/07/2022	295-895-708-000	AIRPORT	\$6,583.33	331549	09/08/2022
			ACCOUNT TOTAL	6,583.33		
			DEPARTMENT TOTAL	\$6,583.33		
041972	004403 09/28/2022	295-895-727-000	AIRPORT/REIMBURSEMENT/WEBCAI	\$36.03	331962	09/29/2022
			ACCOUNT TOTAL	36.03		
			DEPARTMENT TOTAL	\$36.03		
023425	2022/8 09/07/2022	295-895-734-000	COUNTY OF BARRY/STATE WITHHOL	\$321.92	331564	09/08/2022
			ACCOUNT TOTAL	321.92		
			DEPARTMENT TOTAL	\$321.92		
007500	1013008 09/21/2022	295-895-806-000	AIRPORT/LEGAL FEES	\$391.00	331788	09/22/2022
			ACCOUNT TOTAL	391.00		
			DEPARTMENT TOTAL	\$391.00		
007500	1013009 09/21/2022	295-895-910-000	AIRPORT/PROPERTY INS./VEHICLE IN	\$4,260.00	331788	09/22/2022
			ACCOUNT TOTAL	4,260.00		
			DEPARTMENT TOTAL	\$4,260.00		
008300	004327 09/13/2022	295-895-921-000	AIRPORT/GAS	\$15.00	331683	09/15/2022
008300	004331 09/13/2022	295-895-921-000	AIRPORT/GAS	\$15.00	331683	09/15/2022
014546	004371 09/21/2022	295-895-921-000	AIRPORT/ELEC.	\$691.91	331799	09/22/2022
			ACCOUNT TOTAL	721.91		
			DEPARTMENT TOTAL	\$721.91		
051099	004345 09/13/2022	295-895-925-000	AIRPORT/SEPT/JCOM0050	\$55.00	331710	09/15/2022
			ACCOUNT TOTAL	55.00		
			DEPARTMENT TOTAL	\$55.00		
044500	004327 09/06/2022	295-895-931-000	AIRPORT/REIMBURSEMENT FOR FLO	\$42.39	331490	09/08/2022
041972	004331 09/07/2022	295-895-931-000	AIRPORT/REIMBURSEMENT FOR PAR	\$302.49	331549	09/08/2022
034865	568671 09/14/2022	295-895-931-000	AIRPORT/CABLE CAT	\$41.99	331703	09/15/2022
034865	5934/1 09/26/2022	295-895-931-000	AIRPORT/RUST STOP SPRAY AND SEA	\$17.98	331940	09/29/2022
			ACCOUNT TOTAL	404.85		
			DEPARTMENT TOTAL	\$404.85		

ACCUMULATED PAID LIST
 Period Ending 9/2022 Fiscal Period 9 Year 2022

BARRY COUNTY
 10/17/2022

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
295 AIRPORT FUND						
895 AIRPORT						
295-895-932-000						
024748	09/01/2022	295-895-932-000	AIRPORT/BATTERY FOR VAN	\$149.99	331444	09/01/2022
054903	09/01/2022	295-895-932-000	AIRPORT/RED LENS FOR RUNWAY	\$41.07	331446	09/01/2022
034865	09/07/2022	295-895-932-000	AIRPORT/BOLT CUTTER/SOCKET SET	\$7.98	331527	09/08/2022
024748	09/07/2022	295-895-932-000	AIRPORT/PUMP BATTERY	\$129.61	331528	09/08/2022
041972	09/07/2022	295-895-932-000	AIRPORT/REIMBURSEMENT FOR CAE	\$33.89	331549	09/08/2022
039393	09/21/2022	295-895-932-000	AIRPORT/REMOTE EMAIL FIX	\$110.00	331802	09/22/2022
054903	09/26/2022	295-895-932-000	AIRPORT/PARTS FOR RUNWAY LIGHT	\$78.72	331949	09/29/2022
			ACCOUNT TOTAL	601.26		
			DEPARTMENT TOTAL	\$601.26		
029050 REMINDER, THE						
422784	09/07/2022	295-895-960-000	AIRPORT/AD	\$104.40	331558	09/08/2022
			ACCOUNT TOTAL	104.40		
			DEPARTMENT TOTAL	\$104.40		
046076 AVFUEL CORP.						
017352779	09/12/2022	295-895-979-010	AIRPORT/JET FUEL FOR RESALE	\$8,251.87	331662	09/15/2022
017400593	09/19/2022	295-895-979-010	AIRPORT/AV GAS 3969 GALLONS	\$20,022.06	331778	09/22/2022
			ACCOUNT TOTAL	28,273.93		
			DEPARTMENT TOTAL	\$28,273.93		
			FUND TOTAL	\$41,753.63		
Add Bank/credit card fees				<u>582.51</u>		
			TOTAL	\$42,336.14		