

AGENDA
HASTINGS CITY / BARRY COUNTY AIRPORT COMMISSION
REGULAR MEETING
May 22, 2019

1. Call to Order at 4:30 p.m. at the Airport Terminal Building.
2. Pledge of Allegiance
3. Roll Call

Elect Jerry Czarnecki to serve as Administrative Secretary
4. *Approval of Agenda
5. Limited Public Comment
6. *Approval of the minutes of the April 24, 2019 Regular Meeting of the Airport Commission.
7. Financial Reports
 - A. *Consider approval of the April, 2019 Financial Reports
8. Old Business
 - A. Consider paving of approach at hangar occupied by Todd Voshell
9. New Business
10. Airport Manager's Report
11. Board Comments
12. Limited Public Comment
13. Adjournment

* Indicates Attachment

Hastings City / Barry County Airport Commission
Draft Meeting Minutes
April 24, 2019

1. **Call to Order.** The meeting was called to order by Chairman Holley at 4:30 p.m.
2. **Pledge of Allegiance.** Holley led those present in the recitation of the Pledge of Allegiance.
3. **Roll Call.** Roll was taken. Present: Conner, Smelker, Holley. Absent: Tossava, Bowers.
4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda. Smelker stated that discussion regarding the request for paving or compensation related to paving of the approach for the hangar occupied by Todd Voshell should be added to the agenda under Old Business.

Motion by Conner, second by Smelker to approve the agenda for today's meeting after revision per Smelker's request.

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

Motion carried.

5. **Limited Public Comment.** Holley asked for limited comment from the public. No comment was forwarded.
6. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the March 27, 2019 meeting of the Airport Commission.

Motion by Smelker, second by Conner to approve the minutes of the March 27, 2019 meeting of the Airport Commission as submitted.

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

Motion carried.

7. **Financial Reports.** Holley introduced discussion regarding the March, 2019 Airport Fund financial reports. Mark Anderson offered to answer any questions related to these reports.

Motion by Smelker, second by Conner to approve the March, 2019 Airport Fund financial reports.

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

Absent: Bowers, Tossava.

Motion carried.

8. **Old Business.** Smelker stated that at the March meeting of the Airport Commission, the Commission had stated that they would further consider the request from Todd Voshell for paving of all or a portion of the approach to the hangar that he occupies. Smelker noted that several Commission members were absent from tonight's meeting. Smelker suggested that further consideration of this matter be delayed until the May meeting of the Airport Commission to allow more Commission members to be in attendance and participate in this discussion.

Motion by Smelker, second by Conner to delay further consideration of the request from Todd Voshell until the May, 2019 meeting of the Airport Commission.

In favor: Conner, Smelker, Holley.

Opposed: None.

Absent: Tossava, Bowers.

Motion carried.

9. **New Business.** Holley asked for any new business. No comment was offered.
10. **Airport Manager's Report.** Holley introduced discussion regarding the Airport Manager's Report for April, 2019. Anderson presented and explained the Airport Manager's report for April of 2019.
11. **Board Comments.** Holley asked for additional comments from the Airport Commission. Smelker stated that he wished to inform Todd Voshell who had recently arrived at the meeting that further consideration of his request had been postponed to the May meeting of the Airport Commission to allow more members of the Commission to be in attendance. No other comments were forwarded from Commission members.
12. **Limited Public Comment.** Holley asked for limited comment from the public. No comments were forwarded.
13. **Adjournment.** Motion by Smelker, second by Conner to adjourn at 4:41 p.m.

Motion carried.

Submitted by: Jeff Mansfield, Recording Secretary

Revenue Status Report

BARRY COUNTY
4/1/2019 through 4/30/2019

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
295 AIRPORT FUND					
000 DEPT					
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	130,000.00	14,227.50	60,303.40	69,696.60	46.39
000-608-010 NEW HANGER RENT	0.00	0.00	0.00	0.00	0.00
000-609-050 OTHER	1,000.00	0.00	0.00	1,000.00	0.00
000-648-000 SALE OF GAS	182,784.00	11,129.50	43,374.55	139,409.45	23.73
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	3,500.00	0.00	2,475.52	1,024.48	70.73
000-679-010 MISC REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	317,284.00	25,357.00	106,153.47	211,130.53	33.46

Grand Total

317,284.00 25,357.00 106,153.47 211,130.53 33.46

Expenditure Status Report

BARRY COUNTY
 4/1/2019 through 4/30/2019

295 AIRPORT FUND

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
895 AIRPORT						
895-708-000 CONTRACTUAL SALARIES	79,000.00	6,583.33	26,333.32	0.00	52,666.68	33.33
895-727-000 OFFICE SUPPLIES	550.00	7.91	105.18	0.00	444.82	19.12
895-729-000 POSTAGE	180.00	0.00	24.17	0.00	155.83	13.43
895-734-000 SALES TAX	10,200.00	390.85	978.72	0.00	9,221.28	9.60
895-745-000 GAS & OIL	300.00	0.00	0.00	0.00	300.00	0.00
895-748-000 OTHER SUPPLIES	400.00	190.40	272.86	0.00	127.14	68.22
895-802-010 ARCHITECT/ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00	0.00
895-806-000 LEGAL FEES	500.00	314.50	314.50	0.00	185.50	62.90
895-807-000 DUES-SUBSCRIPTIONS	50.00	0.00	36.00	0.00	14.00	72.00
895-808-000 CONTRACTUAL SERV/SNOW PLOWING	0.00	0.00	0.00	0.00	0.00	0.00
895-809-000 SERVICE CONTRACTS	1,250.00	0.00	0.00	0.00	1,250.00	0.00
895-816-000 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
895-851-000 TELEPHONE & FAX	1,680.00	0.00	557.87	0.00	1,122.13	33.21
895-910-000 INSURANCE	6,600.00	0.00	1,319.45	0.00	5,280.55	19.99
895-921-000 UTILITIES	10,000.00	1,119.61	4,686.81	0.00	5,313.19	46.87
895-925-000 TRASH PICKUP	700.00	0.00	50.00	0.00	650.00	7.14
895-931-000 BUILDING REPAIRS & MAINTENANCE	2,500.00	0.00	1,159.53	0.00	1,340.47	46.38
895-932-000 EQUIPMENT REPAIRS & MAINT	3,000.00	132.12	1,507.37	0.00	1,492.63	50.25
895-960-000 MISCELLANEOUS EXPENSES	500.00	0.00	0.00	0.00	500.00	0.00
895-960-100 BANK OR CREDIT CARD FEES	8,400.00	343.03	1,368.62	0.00	7,031.38	16.29
895-974-000 CAPITAL OUTLAY/LAND IMPROVEMENTS	3,500.00	0.00	200.00	0.00	3,300.00	5.71
895-975-000 CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00
895-976-000 CAPITAL OUTLAY/5 YEAR MATCH	3,500.00	0.00	0.00	0.00	3,500.00	0.00
895-977-000 CAPITAL OUTLAY/MACHINERY & EQUIPMENT	3,000.00	0.00	0.00	0.00	3,000.00	0.00
895-979-000 CAPITAL OUTLAY/YARD & BUILDING	7,000.00	0.00	0.00	0.00	7,000.00	0.00
895-979-010 GAS TANK	154,000.00	6,292.91	38,587.22	0.00	115,412.78	25.06
895-990-000 AIRPORT LOAN PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	296,810.00	15,374.66	77,501.62	0.00	219,308.38	26.11

	Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
295 AIRPORT FUND							
895 AIRPORT							
295-895-708-000							
041972 NOTEBOOK, MARK	109	04/02/2019	295-895-708-000	AIRPORT/APRIL	\$6,583.33	308547	04/04/2019 C
				ACCOUNT TOTAL	6,583.33		
				DEPARTMENT TOTAL	\$6,583.33		
041972 NOTEBOOK, MARK	130	04/09/2019	295-895-727-000	AIRPORT/OFFICE SUPPLIES	\$7.91	308700	04/11/2019
				ACCOUNT TOTAL	7.91		
				DEPARTMENT TOTAL	\$7.91		
023425 STATE OF MICHIGAN	2019/3-A	04/02/2019	295-895-734-000	AIRPORT/CONF#300014010816	\$390.85	308566	04/04/2019 C
				ACCOUNT TOTAL	390.85		
				DEPARTMENT TOTAL	\$390.85		
022550 MAPLE VALLEY IMPLEMENT INC	1926678	04/09/2019	295-895-748-000	AIRPORT/OIL	\$190.40	308695	04/11/2019 C
				ACCOUNT TOTAL	190.40		
				DEPARTMENT TOTAL	\$190.40		
007717 COHL, STOKER, & TOSKEY, P.C.	50131	04/17/2019	295-895-806-000	AIRPORT/LEGAL SERVICES- MARCH	\$314.50	308763	04/18/2019 C
				ACCOUNT TOTAL	314.50		
				DEPARTMENT TOTAL	\$314.50		
051099 JIM'S PICKUP SERVICE	128	04/09/2019	295-895-921-000	AIRPORT/APRIL	\$50.00	308688	04/11/2019 C
014546 GREAT LAKES ENERGY	158	04/17/2019	295-895-921-000	AIRPORT	\$1,015.60	308785	04/18/2019 C
008300 CONSUMERS ENERGY, PAYMENT CENTER	00775	04/23/2019	295-895-921-000	AIRPORT	\$54.01	308961	04/25/2019
				ACCOUNT TOTAL	1,119.61		
				DEPARTMENT TOTAL	\$1,119.61		
034865 HASTINGS ACE HARDWARE	1719777	04/23/2019	295-895-932-000	AIRPORT/MULTI TRANSPONDER	\$59.98	308979	04/25/2019 C
024748 HASTINGS AUTO SUPPLY	000775	04/23/2019	295-895-932-000	AIRPORT - BATTERY/OIL FILTER	\$72.14	308981	04/25/2019 C
				ACCOUNT TOTAL	132.12		
				DEPARTMENT TOTAL	\$132.12		
046076 AVFUEL CORP.	012013826	04/17/2019	295-895-979-010	AIRPORT/IET A FUEL	\$6,292.91	308739	04/18/2019 C
				ACCOUNT TOTAL	6,292.91		
				DEPARTMENT TOTAL	\$6,292.91		
				FUND TOTAL	\$15,031.63		
				TOTAL	343.03		
					\$15,374.66		