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

**May 26, 2021
Hastings City/Barry County Airport
2505 Murphy Drive, Hastings, MI 49058
Hangar M**

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 April 28, 2021 Regular Meeting of the Airport Commission.
7. Financial Reports
 - A. *Consider approval of the April 2021 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 Comments 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
April 28, 2021

1. **Call to Order.** The meeting was called to order by Chairperson Holley at 4:32 p.m.
2. **Pledge of Allegiance.** Holley led the recitation of the Pledge of Allegiance.
3. **Roll Call.** Roll was taken. Present: Bowers, Conner, Smelker, Tossava, and Holley. Absent: None.
4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda. Holley noted that a letter of interest in the position of Airport Manager was delivered to the Commission.

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

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

Motion carried.

5. **Limited Public Comment.**

Lewis Shaw shared concerns about having a weather station, the ditch located near the runway, and additional paved parking near hangers.

6. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the March 24, 2021 regular meeting of the Airport Commission.

Motion by Tossava, second by Smelker to approve the minutes of the March 24, 2021 regular meeting of the Airport Commission as presented.

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

Motion carried.

7. **Financial Reports.** Holley introduced discussion regarding the March 2021 Airport Fund financial report. Michael Brown and Mark Noteboom gave an overview and answered questions.

Motion by Tossava, second by Smelker to accept and place on file the financial report for March 2021.

In favor: Bowers, Conner, Smelker, Tossava, and Holley
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.
11. **Board Comments.** Holley asked for additional comments from the Airport Commission.

Smelker asked about location of fence line

Bowers asked about ground fees for hanger building

Tossava asked if Commission could look into concerns brought by Mr. Shaw
12. **Limited Public Comment.**
None forwarded.
13. **Adjournment.** Motion by Bowers, second by Tossava to adjourn at 5:10 p.m.

Motion carried.

Submitted by: Jerry Czarnecki, Administrative Secretary

Revenue Status Report

BARRY COUNTY
 4/1/2021 through 4/30/2021

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
295 AIRPORT FUND					
000 DEPT					
000-553-000 STATE GRANT	0.00	0.00	0.00	0.00	0.00
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	145,000.00	8,277.10	51,978.30	93,021.70	35.85
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	11,047.95	39,108.84	143,675.16	21.40
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	3,500.00	405.00	14,643.58	-11,143.58	418.39
000-679-010 MISC REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	332,284.00	19,730.05	105,730.72	226,553.28	31.82
Grand Total	332,284.00	19,730.05	105,730.72	226,553.28	31.82

Expenditure Status Report
BARRY COUNTY
 4/1/2021 through 4/30/2021

expstat.rpt
 05/18/2021 3:59PM
 Periods: 4 through 4

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	26,333.32	0.00	52,666.68	33.33
895-727-000 OFFICE SUPPLIES	550.00	0.00	29.45	0.00	520.55	5.35
895-729-000 POSTAGE	180.00	0.00	0.00	0.00	180.00	0.00
895-734-000 SALES TAX	10,200.00	277.74	851.30	0.00	9,348.70	8.35
895-745-000 GAS & OIL	300.00	0.00	0.00	0.00	300.00	0.00
895-748-000 OTHER SUPPLIES	400.00	0.00	26.98	0.00	373.02	6.75
895-802-010 ARCHITECT/ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00	0.00
895-806-000 LEGAL FEES	25,000.00	0.00	0.00	0.00	25,000.00	0.00
895-807-000 DUES-SUBSCRIPTIONS	50.00	0.00	40.00	0.00	10.00	80.00
895-808-000 CONTRACTUAL SERV/SNOW PLOWING	0.00	0.00	0.00	0.00	0.00	0.00
895-809-000 SERVICE CONTRACTS	1,450.00	0.00	0.00	0.00	1,450.00	0.00
895-816-000 CONTRACTUAL-SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
895-851-000 TELEPHONE & FAX	728.00	0.00	0.00	0.00	728.00	0.00
895-910-000 INSURANCE	6,900.00	0.00	1,692.63	0.00	5,207.37	24.53
895-921-000 UTILITIES	11,000.00	810.35	3,930.30	0.00	7,069.70	35.73
895-925-000 TRASH PICKUP	700.00	50.00	200.00	0.00	500.00	28.57
895-931-000 BUILDING REPAIRS & MAINTENANCE	2,500.00	66.21	298.82	0.00	2,201.18	11.95
895-932-000 EQUIPMENT REPAIRS & MAINT	3,000.00	34.41	2,296.38	0.00	703.62	76.55
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	280.81	993.95	0.00	7,406.05	11.83
895-974-000 CAPITAL OUTLAY/LAND IMPROVEMENTS	3,500.00	0.00	0.00	0.00	3,500.00	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	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	-4,540.43	0.00	7,540.43	151.35
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	21,303.93	25,458.66	0.00	128,541.34	16.53
895-990-000 AIRPORT LOAN PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	321,858.00	29,406.78	57,611.36	0.00	264,246.64	17.90

ACCUMULATED PAID LIST
 Period Ending 4/2021 Fiscal Period 4 Year 2021

BARRY COUNTY
 05/18/2021

295 AIRPORT FUND

895 AIRPORT
 295-895-708-000

041972	NOTEBOOK CONSTRUCTION & MANAGEM	2826	04/01/2021	295-895-708-000	AIRPORT/APRIL/MONTHLY					
							\$6,583.33	321935	04/01/2021	C
						ACCOUNT TOTAL	6,583.33			
						DEPARTMENT TOTAL	\$6,583.33			

023425	STATE OF MICHIGAN	2021/3	04/05/2021	295-895-734-000	COUNTY OF BARRY/STATE WITHHOL					
							\$277.74	322074	04/08/2021	C
						ACCOUNT TOTAL	277.74			
						DEPARTMENT TOTAL	\$277.74			

008300	CONSUMERS ENERGY, PAYMENT CENTERS	676539949	04/13/2021	295-895-921-000	AIRPORT/MONTHLY & LATE FEE#100		\$50.13	322191	04/15/2021	C
014546	GREAT LAKES ENERGY	2873	04/21/2021	295-895-921-000	AIRPORT/ENERGY USE		\$760.22	322289	04/22/2021	C
						ACCOUNT TOTAL	810.35			
						DEPARTMENT TOTAL	\$810.35			

051099	JIM'S PICKUP SERVICE	2852	04/13/2021	295-895-925-000	AIRPORT/MONTHLY/CUSTOMER JCOI		\$50.00	322206	04/15/2021	C
						ACCOUNT TOTAL	50.00			
						DEPARTMENT TOTAL	\$50.00			

049536	ULINE, ACCTS RECEIVABLE	131081952	04/02/2021	295-895-931-000	AIRPORT/SMOOTH BOLLARD SLEEVE		\$66.21	322164	04/13/2021	C
						ACCOUNT TOTAL	66.21			
						DEPARTMENT TOTAL	\$66.21			

044500	ANDERSON, MARK	2885	04/26/2021	295-895-932-000	AIRPORT/REIMBURSEMENT OIL FILTI		\$34.41	322392	04/29/2021	C
						ACCOUNT TOTAL	34.41			
						DEPARTMENT TOTAL	\$34.41			

046076	AVFUEL CORP.	014674631	04/01/2021	295-895-979-010	AIRPORT/JET FUEL		\$5,701.45	321886	04/01/2021	C
046076	AVFUEL CORP.	014749464	04/13/2021	295-895-979-010	AIRPORT/AV GAS FOR RESALE AT AIR		\$15,602.48	322173	04/15/2021	C
						ACCOUNT TOTAL	21,303.93			
						DEPARTMENT TOTAL	\$21,303.93			

FUND TOTAL \$29,125.97

TOTAL \$ 280.81
\$29,406.78

Add Bank/credit card fees