

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

**October 27, 2021
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 22, 2021 Regular Meeting of the Airport Commission.
7. Financial Reports
 - A. *Consider approval of the September 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 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 22, 2021

1. **Call to Order.** The meeting was called to order by Chairperson Holley at 4:31 p.m.
2. **Pledge of Allegiance.** Holley led the recitation of the Pledge of Allegiance.
3. **Roll Call.** Roll was taken. Present: Holley, Conner and Smelker. Absent: Bowers and Tossava.
4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda.

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

In favor: Holley, Conner and Smelker.

Opposed: None.

Motion carried.

5. **Limited Public Comment.** Holley asked if there was any limited public comment.
- Ross DeMaadg commented on the price of fuel and the progress removing the tree.
6. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the August 25, 2021 regular meeting of the Airport Commission.

Motion by Smelker, second by Conner to approve the minutes of the August 25, 2021 regular meeting of the Airport Commission as presented.

In favor: Holley, Conner and Smelker.

Opposed: None.

Motion carried.

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

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

In favor: Holley, Conner and Smelker.

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.

None.
12. **Lirited Public Comment.** Holley asked if there was any limited public comment.

Ross DeMaagd inquired about the status of filling the ditch adjacent to runway 12-30.
13. **Adjournment.** Motion by Smelker, second by Conner to adjourn at 4:58 p.m.

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

Submitted by: Michael Brown, Administrative Secretary

Revenue Status Report

BARRY COUNTY
9/1/2021 through 9/30/2021

revstat.rpt
10/08/2021 1:44PM
Periods: 9 through 9

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prc't 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	9,638.50	105,860.55	39,139.45	73.01
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	17,316.74	127,590.75	55,193.25	69.80
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	3,500.00	174.91	14,818.49	-11,318.49	423.39
000-679-010 MISC REIMBURSEMENT	0.00	0.00	578.50	-578.50	0.00
Total AIRPORT FUND	332,284.00	27,130.15	248,848.29	83,435.71	74.89

Grand Total

83,435.71

248,848.29

27,130.15

332,284.00

74.89

Expenditure Status Report

expstat.rpt
 10/08/2021 1:45PM
 Periods: 9 through 9

BARRY COUNTY
 9/1/2021 through 9/30/2021

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	550.00	0.00	64.06	0.00	485.94	11.65
895-729-000 POSTAGE	180.00	0.00	55.00	0.00	125.00	30.56
895-734-000 SALES TAX	10,200.00	400.38	2,573.08	0.00	7,626.92	25.23
895-745-000 GAS & OIL	300.00	0.00	7.38	0.00	292.62	2.46
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	985.00	0.00	-935.00	1,970.00
895-808-000 CONTRACTUAL SERV/SNOW PLOWING	0.00	0.00	0.00	0.00	0.00	0.00
895-808-000 CONTRACTUAL SERV/SNOW PLOWING	1,450.00	0.00	0.00	0.00	1,450.00	0.00
895-809-000 SERVICE CONTRACTS	0.00	0.00	0.00	0.00	0.00	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	8,291.63	0.00	-1,391.63	120.17
895-921-000 UTILITIES	11,000.00	712.69	7,458.10	0.00	3,541.90	67.80
895-925-000 TRASH PICKUP	700.00	50.00	450.00	0.00	250.00	64.29
895-931-000 BUILDING REPAIRS & MAINTENANCE	2,500.00	33.65	332.47	0.00	2,167.53	13.30
895-932-000 EQUIPMENT REPAIRS & MAINT	3,000.00	0.00	4,010.54	0.00	-1,010.54	133.68
895-960-000 MISCELLANEOUS EXPENSES	500.00	0.00	140.94	0.00	359.06	28.19
895-960-100 BANK OR CREDIT CARD FEES	8,400.00	409.92	3,145.05	0.00	5,254.95	37.44
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	-2,356.03	0.00	5,356.03	78.53
895-979-000 CAPITAL OUTLAY/YARD & BUILDING	115,105.00	0.00	88,418.75	0.00	26,686.25	76.82
895-979-010 GAS TANK	154,000.00	27,319.30	97,514.97	0.00	56,485.03	63.32
895-990-000 AIRPORT LOAN PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	429,963.00	35,509.27	270,367.89	0.00	159,595.11	62.88

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
295 AIRPORT FUND						
895 AIRPORT						
295-895-708-000						
041972	21-Sept 09/07/2021	295-895-708-000	AIRPORT/SEPTEMBER	\$6,583.33	324857	09/09/2021
			ACCOUNT TOTAL	6,583.33		
			DEPARTMENT TOTAL	\$6,583.33		
023425 STATE OF MICHIGAN						
023425	2021/8 09/01/2021	295-895-734-000	COUNTY OF BARRY/STATE WITHHOL	\$400.38	324787	09/02/2021
			ACCOUNT TOTAL	400.38		
			DEPARTMENT TOTAL	\$400.38		
008300 CONSUMERS ENERGY, PAYMENT CENTER						
008300	09/13/2021	295-895-921-000	AIRPORT/GAS/ACC.# 1000 2675 1378	\$15.00	324985	09/16/2021
014546	09/14/2021	295-895-921-000	AIRPORT/ENERGY USE	\$697.69	324998	09/16/2021
			ACCOUNT TOTAL	712.69		
			DEPARTMENT TOTAL	\$712.69		
051099 JIMS PICKUP SERVICE						
051099	09/13/2021	295-895-925-000	AIRPORT/TRASH P/U / ACC.# JCOM00:	\$50.00	325012	09/16/2021
			ACCOUNT TOTAL	50.00		
			DEPARTMENT TOTAL	\$50.00		
044500 ANDERSON, MARK						
044500	09/08/2021	295-895-931-000	AIRPORT/REIMBURSEMENT	\$13.66	324803	09/09/2021
048744	09/08/2021	295-895-931-000	AIRPORT/FLAG/6035-3012-0340-4270	\$19.99	324882	09/09/2021
			ACCOUNT TOTAL	33.65		
			DEPARTMENT TOTAL	\$33.65		
046076 AVFUEL CORP.						
046076	09/07/2021	295-895-979-010	AIRPORT/2281 GAL OF JET FUEL	\$5,555.23	324807	09/09/2021
046076	09/07/2021	295-895-979-010	AIRPORT/3918 GAL. OF AVGAS FOR RI	\$16,333.80	324807	09/09/2021
046076	09/29/2021	295-895-979-010	AIRPORT/JET FUEL/2001 GALLONS	\$5,430.27	325215	09/30/2021
			ACCOUNT TOTAL	27,319.30		
			DEPARTMENT TOTAL	\$27,319.30		
FUND TOTAL				\$35,099.35		
Add Bank/credit card fees				\$ 409.92		
TOTAL				\$ 35,509.27		