

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

**November 22, 2023
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. *Meeting Minutes
 - A. *Consider approval of the October 25, 2023 Regular Meeting Minutes.
7. Financial Reports
 - A. *Consider approval of the October 2023 Financial Report.
8. Old Business
 - A.
9. New Business
 - A.
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
October 25, 2023

Call to Order. The meeting was called to order by Chairperson Holley at 4:30 p.m.

Pledge of Allegiance. Holley led the Pledge of Allegiance.

Roll Call. Roll was taken. Members present: Holley, Teunessen, Tossava, Smelker and Bowers. Members absent: None.

Approval of Agenda. Holley requested adding correspondence regarding purchase of additional land under New Business.

Motion by Tossava, Second by Teunessen to approve the agenda with the addition requested by the Chair. All members present voting yes; motion carried.

Limited Public Comment.

1. Randy Van Lier commented on automobiles being stored in airport hangars.

Approval of Minutes. There were no modifications proposed for the draft minutes of the August 23, 2023 regular meeting of the Airport Commission.

Motion by Teunessen, Seconded by Tossava to approve the minutes from the August 23, 2023 regular meeting of the Airport Commission as presented. All members present voting yes; motion carried.

Financial Reports. Holley introduced discussion regarding the September, 2023 Financial report.

Motion by Smelker, Seconded by Tossava to accept and place on file the financial report for September, 2023. All members present voting yes; motion carried.

Old Business.

- A. Consider Eviction of Two Tenants – Noteboom advised the commission of two tenants that are being proposed for eviction. After discussion,

Motion by Teunessen, Seconded by Bowers to postpone the evictions and revisit the issue in January, 2024. All members present voting yes; motion carried.

New Business.

- A. Discuss 2024 Meeting Schedule – The commission discussed the meeting schedule for the remainder of 2023 and for 2024. After discussion,

Motion by Tossava, Seconded by Smelker to cancel the December 27, 2023 meeting due to the Christmas Holiday, continue meeting on the 4th Wednesday at 4:30pm in 2024, and to cancel the December 2024 meeting due to the Christmas Holiday. All members present voting yes; motion carried.

- B. Correspondence Regarding Purchase of Additional Land – The commission discussed correspondence that they received from Audrey Demming offering to sell approximately 11 acres of land that is contiguous to the airport for \$895,000.

It was the consensus of the commission that they aren't interested in the property at this time and for that price.

Airport Manager's Report. Noteboom presented and explained the Airport Manager's report.

Board Comments. Holley asked for additional comments from the Airport Commission. No comments were made by members.

Limited Public Comment.

1. Lew Shaw commented on the importance of the PAPI lights.
2. Randy Van Lier commented on the displaced thresh holds.

Adjournment.

Motion by Smelker, seconded by Tossava to adjourn the meeting at 4:59 p.m. All members present voting yes; motion carried.

Revenue Status Report

revstat.rpt
 11/13/2023 8:50AM
 Periods: 10 through 10

BARRY COUNTY
 10/1/2023 through 10/31/2023

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
295 AIRPORT FUND					
000 DEPT					
000-553-000 STATE GRANT	0.00	22,438.83	22,438.83	-22,438.83	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	150,000.00	13,332.60	164,128.20	-14,128.20	109.42
000-609-050 OTHER	250.00	0.00	0.00	250.00	0.00
000-648-000 SALE OF GAS	225,000.00	32,676.24	268,100.53	-43,100.53	119.16
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	1,450.00	24.94	11,454.94	-10,004.94	790.00
000-679-010 MISC REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	376,700.00	68,472.61	466,122.50	-89,422.50	123.74
Grand Total	376,700.00	68,472.61	466,122.50	-89,422.50	123.74

BARRY COUNTY
EXPENDITURE VS BUDGET REPORT

PERIOD ENDING 10/2023 FISCAL PERIOD 10 YEAR 2023

11/2/2023

FUND 295 AIRPORT FUND	BUDGETED EXPENSE	ACTUAL MTD	ACTUAL YTD	BUDGET REMAINING	PERCENT REMAINING
FUND ACCOUNT # DESCRIPTION					
895 AIRPORT					
708 000	93,000.00	8,583.33	75,833.30	17,166.70	18.46%
	93,000.00	8,583.33	75,833.30	17,166.70	18.46%
	TOTAL PAYROLL EXPENDITURES				
727 000	800.00	0.00	170.94	629.06	78.63%
729 000	180.00	0.00	0.00	180.00	100.00%
734 000	13,500.00	657.04	4,925.98	8,574.02	63.51%
745 000	500.00	0.00	0.00	500.00	100.00%
748 000	500.00	11.18	1,168.19	-668.19	-133.64%
802 010	0.00	0.00	0.00	0.00	0.00%
806 000	4,000.00	608.73	1,879.98	2,120.02	53.00%
807 000	1,200.00	0.00	50.00	1,150.00	95.83%
808 000	0.00	0.00	0.00	0.00	0.00%
809 000	1,500.00	0.00	945.00	555.00	37.00%
816 000	0.00	0.00	0.00	0.00	0.00%
851 000	100.00	619.23	621.93	-521.93	-521.93%
910 000	8,100.00	2,645.00	3,246.00	4,854.00	59.93%
921 000	12,000.00	769.83	9,036.60	2,963.40	24.70%
925 000	750.00	55.00	550.00	200.00	26.67%
931 000	4,500.00	104.75	974.62	3,525.38	78.34%
932 000	4,000.00	140.65	7,971.57	-3,971.57	-99.29%
960 000	1,000.00	0.00	1,354.20	-354.20	-35.42%
960 100	6,750.00	829.52	6,445.74	304.26	4.51%
974 000	6,500.00	0.00	14,071.33	-7,571.33	-116.48%
975 000	0.00	0.00	0.00	0.00	0.00%
976 000	15,000.00	0.00	0.00	15,000.00	100.00%
977 000	24,700.00	0.00	19,775.37	4,924.63	19.94%
979 000	5,000.00	0.00	26,913.90	-21,913.90	-438.28%
979 010	200,000.00	35,948.20	205,642.11	-5,642.11	-2.82%
990 000	0.00	0.00	0.00	0.00	0.00%
	310,580.00	42,389.13	305,743.46	4,836.54	1.56%
	TOTAL OPERATING EXPENDITURES				
895 AIRPORT TOTAL DEPARTMENT	403,580.00	50,972.46	381,576.76	22,003.24	5.45%
295 AIRPORT FUND TOTAL FUND	403,580.00	50,972.46	381,576.76	22,003.24	5.45%

BARRY COUNTY
11/02/2023

ACCUMULATED PAID LIST
Period Ending 10/2023 Fiscal Period 10 Year 2023

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
295 AIRPORT FUND						
895 AIRPORT						
295-895-708-000						
041972	NOTEBOOK CONSTRUCTION &, MANAGEM	OCT2023	10/03/2023	295-895-708-000	AIRPORT/MANAGER	
041972	NOTEBOOK CONSTRUCTION &, MANAGEM	OCT23	10/03/2023	295-895-708-000	AIRPORT	
					ACCOUNT TOTAL	
					DEPARTMENT TOTAL	
				\$2,000.00	338707	10/05/2023
				\$6,583.33	338707	10/05/2023
				8,583.33		
				\$8,583.33		
034865 HASTINGS ACE HARDWARE						
14420/1	10/04/2023	295-895-748-000	AIRPORT/ADHESIVE 2	\$11.18	338694	10/05/2023
			ACCOUNT TOTAL	11.18		
			DEPARTMENT TOTAL	\$11.18		
022651 APPLE STREET LAW OFFICE PLC						
5551	10/16/2023	295-895-806-000	AIRPORT/SERVICES 8/23	\$608.73	338958	10/19/2023
			ACCOUNT TOTAL	608.73		
			DEPARTMENT TOTAL	\$608.73		
056933 TRUESTREAM, BILL PAYMENT CENTER						
1013073	10/03/2023	295-895-851-000	AIRPORT/INTERNET/ACCT. # 1351022	\$310.46	338735	10/05/2023
OCT2023	10/04/2023	295-895-851-000	AIRPORT/ ACCT # 1351023	\$183.78	338735	10/05/2023
NOV2023	10/10/2023	295-895-851-000	AIRPORT/#1351022	\$124.99	338939	10/12/2023
			ACCOUNT TOTAL	619.23		
			DEPARTMENT TOTAL	\$619.23		
007500 CITY OF HASTINGS						
1013088	10/02/2023	295-895-910-000	AIRPORT/LIABILITY INSURANCE	\$2,645.00	338676	10/05/2023
			ACCOUNT TOTAL	2,645.00		
			DEPARTMENT TOTAL	\$2,645.00		
008300 CONSUMERS ENERGY, PAYMENT CENTER						
1987063318	10/16/2023	295-895-921-000	AIRPORT/GAS	\$16.00	338969	10/19/2023
02254037114	10/16/2023	295-895-921-000	AIRPORT/GAS	\$16.00	338969	10/19/2023
SEPT-OCT 2023	10/17/2023	295-895-921-000	AIRPORT/ENERGY USE	\$737.83	338984	10/19/2023
			ACCOUNT TOTAL	769.83		
			DEPARTMENT TOTAL	\$769.83		
051099 JIM'S PICKUP SERVICE						
OCT2023	10/16/2023	295-895-925-000	AIRPORT/TRASH/COM0050	\$55.00	338995	10/19/2023
			ACCOUNT TOTAL	55.00		
			DEPARTMENT TOTAL	\$55.00		
034865 HASTINGS ACE HARDWARE						
14705/1	10/24/2023	295-895-931-000	AIRPORT/SUPPLIES	\$26.16	339143	10/26/2023
10/18/23	10/24/2023	295-895-931-000	AIRPORT/SUPPLIES	\$78.59	339173	10/26/2023
			ACCOUNT TOTAL	104.75		
			DEPARTMENT TOTAL	\$104.75		

ACCUMULATED PAID LIST
 Period Ending 10/2023 Fiscal Period 10 Year 2023

BARRY COUNTY
 11/02/2023

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
295 AIRPORT FUND						
895 AIRPORT						
295-895-932-000						
040885	10/10/2023	295-895-932-000	AIRPORT/FILTER KIT X 2	\$71.98	338943	10/12/2023
041972	10/24/2023	295-895-932-000	AIRPORT/TRACTOR SWITCHES	\$68.67	339173	10/26/2023
			ACCOUNT TOTAL	140.65		
			DEPARTMENT TOTAL	\$140.65		
046076 AVFUEL CORP.						
019321013	10/02/2023	295-895-979-010	AIRPORT/JET A FUEL/1981 GALLONS	\$7,131.21	338660	10/05/2023
01933248	10/02/2023	295-895-979-010	AIRPORT/AVGAS/3970 GASLLONS	\$20,489.53	338660	10/05/2023
019421395	10/17/2023	295-895-979-010	AIRPORT/JET FUEL 2305 GALLONS	\$8,327.46	338960	10/19/2023
			ACCOUNT TOTAL	35,948.20		
			DEPARTMENT TOTAL	\$35,948.20		
			FUND TOTAL	\$49,485.90		

Add Sales Tax 657.04
 Add Bank/credit card fees 829.52

TOTAL \$50,972.46