AGENDA
HASTINGS CITY / BARRY COUNTY AIRPORT COMMISSION
REGULAR MEETING

July 26, 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 June 28, 2023 Regular Meeting

7. Financial Reports
   A. *Consider approval of the June 2023 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
June 28, 2023

Call to Order. The meeting was called to order by Vice Chair Bowers at 4:30 p.m.

Pledge of Allegiance. Bowers led the Pledge of Allegiance.

Roll Call. Roll was taken. Members Present: Bowers, Smelker, Teunessen, Tossava.
Member Absent: Holley.

Approval of Agenda. No changes to the agenda were proposed.

Motion by Tossava, Second by Smelker to approve the agenda for the June 28, 2023 meeting. All members present voting yes; motion carried.

Limited Public Comment. It was noted that the annual Dawn Patrol at the airport would be on July 8th.

Approval of Minutes. There were no modifications proposed for the draft minutes of the May 24, 2023 regular meeting of the Airport Commission.

Motion by Smelker, Seconded by Tossava to approve the minutes from the May 24, 2023 regular meeting of the Airport Commission as presented. All members present voting yes; motion carried.

Financial Reports. Discussion was held regarding the Capital Outlay/Yard & Building line item. Noteboom stated he would follow up and email the board members with information.

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

Old Business. None.

New Business. None.

Airport Manager's Report. Noteboom updated the board that there is one T-Hanger open for rent, the evicted tenant has moved out of the hanger, and that the gate issues have been repaired. The fly-in is July 8th from 7:00 am – 11:00 am.

Board Comments. None.

Limited Public Comment. None.

Adjournment.

Motion by Tossava, Seconded by Smelker to adjourn the meeting at 4:47 p.m. All members present voting yes; motion carried.

BARRY COUNTY
EXPENDITURE VS BUDGET REPORT
PERIOD ENDING 6/2023 FISCAL PERIOD 6 YEAR 2023

FUND 295 AIRPORT FUND

FUND	ACCOUNT #	DESCRIPTION	BUDGETED EXPENSE	ACTUAL M T D	ACTUAL Y T D	BUDGET REMAINING	PERCENT REMAINING
895 AIRPORT							
	708 000	CONTRACTUAL SALARIES	79,000.00	8,583.33	41,499.98	37,500.02	47.47%
		TOTAL PAYROLL EXPENDITURES	79,000.00	8,583.33	41,499.98	37,500.02	47.47%
	727 000	OFFICE SUPPLIES	800.00	0.00	52.79	747.21	93.40%
	729 000	POSTAGE	180.00	0.00	0.00	180.00	100.00%
	734 000	SALES TAX	13,500.00	610.67	2,003.64	11,496.36	85.16%
	745 000	GAS & OIL	500.00	0.00	0.00	500.00	100.00%
	748 000	OTHER SUPPLIES	500.00	269.81	896.04	-396.04	-79.21%
	802 010	ARCHITECT/ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00%
	806 000	LEGAL FEES	4,000.00	0.00	1,111.25	2,888.75	72.22%
	807 000	DUES-SUBSCRIPTIONS	1,200.00	0.00	0.00	1,200.00	100.00%
	808 000	CONTRACTUAL SERV/SNOW PLOWING	0.00	0.00	0.00	0.00	0.00%
	809 000	SERVICE CONTRACTS	1,500.00	0.00	945.00	555.00	37.00%
	816 000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
	851 000	TELEPHONE & FAX	100.00	0.00	2.70	97.30	97.30%
	910 000	INSURANCE	8,100.00	0.00	601.00	7,499.00	92.58%
	921 000	UTILITIES	12,000.00	801.12	5,918.46	6,081.54	50.68%
	925 000	TRASH PICKUP	750.00	55.00	330.00	420.00	56.00%
	931 000	BUILDING REPAIRS & MAINTENANCE	4,500.00	0.00	268.11	4,231.89	94.04%
	932 000	EQUIPMENT REPAIRS & MAINT	4,000.00	0.00	7,617.00	-3,617.00	-90.43%
	960 000	MISCELLANEOUS EXPENSES	1,000.00	257.00	387.15	612.85	61.29%
	960 100	BANK OR CREDIT CARD FEES	6,750.00	770.49	2,963.45	3,786.55	56.10%
	974 000	CAPITAL OUTLAY/LAND IMPROVEMENTS	6,500.00	0.00	14,071.33	-7,571.33	-116.48%
	975 000	CONSTRUCTION	0.00	0.00	0.00	0.00	0.00%
	976 000	CAPITAL OUTLAY/5 YEAR MATCH	15,000.00	0.00	0.00	15,000.00	100.00%
	977 000	CAPITAL OUTLAY/MACHINERY & EQUIPMENT	17,500.00	190.39	12,390.39	5,109.61	29.20%
	979 000	CAPITAL OUTLAY/YARD & BUILDING	5,000.00	0.00	26,913.90	-21,913.90	-438.28%
	979 010	GAS TANK	200,000.00	52,142.01	113,485.25	86,514.75	43.26%
	990 000	AIRPORT LOAN PAYMENT	0.00	0.00	0.00	0.00	0.00%
		TOTAL OPERATING EXPENDITURES	303,380.00	55,096.49	189,957.46	113,422.54	37.39%
		895 AIRPORT TOTAL DEPARTMENT	382,380.00	63,679.82	231,457.44	150,922.56	39.47%
		295 AIRPORT FUND TOTAL FUND	382,380.00	63,679.82	231,457.44	150,922.56	39.47%

BARRY COUNTY
07/03/2023

ACCUMULATED PAID LIST

Period Ending 6/2023 Fiscal Period 6 Year 2023

295 AIRPORT FUND

895 AIRPORT
295-895-708-000

		Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
041972	NOTEBOOM CONSTRUCTION &, MANAGEM	JUNE23	06/05/2023	295-895-708-000	AIRPORT 2	$2,000.00	336434	06/08/2023
041972	NOTEBOOM CONSTRUCTION &, MANAGEM	JUNE2023	06/05/2023	295-895-708-000	AIRPORT	$6,583.33	336434	06/08/2023
					ACCOUNT TOTAL	**8,583.33**		
					DEPARTMENT TOTAL	**$8,583.33**		
034865	HASTINGS ACE HARDWARE	11550/1	06/01/2023	295-895-748-000	AIRPORT/ROUNDUP	$101.98	336340	06/01/2023
034865	HASTINGS ACE HARDWARE	11825/1	06/14/2023	295-895-748-000	AIRPORT/WIND SOCK ROPE	$4.29	336580	06/15/2023
034865	HASTINGS ACE HARDWARE	11439/1	06/14/2023	295-895-748-000	AIRPORT/SUPPLIES	$78.57	336580	06/15/2023
034865	HASTINGS ACE HARDWARE	12216/1	06/26/2023	295-895-748-000	AIRPORT/PAINT THINNER & ROLLER	$36.98	336883	06/29/2023
034865	HASTINGS ACE HARDWARE	12219/1	06/26/2023	295-895-748-000	AIRPORT/YELLOW PAINT	$47.99	336883	06/29/2023
					ACCOUNT TOTAL	**269.81**		
					DEPARTMENT TOTAL	**$269.81**		
008300	CONSUMERS ENERGY, PAYMENT CENTER	5380	06/13/2023	295-895-921-000	AIRPORT/GAS/100026751378	$18.44	336561	06/15/2023
008300	CONSUMERS ENERGY, PAYMENT CENTER	2[illegible]6525069582	06/19/2023	295-895-921-000	AIRPORT/103045118215/GAS	$16.00	336668	06/22/2023
014546	GREAT LAKES ENERGY	5069	06/19/2023	295-895-921-000	AIRPORT/ENERGY USE	$766.68	336681	06/22/2023
					ACCOUNT TOTAL	**801.12**		
					DEPARTMENT TOTAL	**$801.12**		
051099	JIM'S PICKUP SERVICE	5994	06/14/2023	295-895-925-000	AIRPORT/TRASH/JCOM0050	$55.00	336589	06/15/2023
					ACCOUNT TOTAL	**55.00**		
					DEPARTMENT TOTAL	**$55.00**		
029050	REMINDER, THE	453601	06/05/2023	295-895-960-000	AIRPORT/NEIGHBORS	$72.00	336444	06/08/2023
056681	VANDAM, CHRISTINE	5371	06/06/2023	295-895-960-000	AIRPORT/REFUND HANGER E5/JUNE	$185.00	336463	06/08/2023
					ACCOUNT TOTAL	**257.00**		
					DEPARTMENT TOTAL	**$257.00**		
041972	NOTEBOOM CONSTRUCTION &, MANAGEM	5361	06/01/2023	295-895-977-000	AIRPORT/REIMBURSEMENT FOR SUP	$42.38	336347	06/01/2023
041972	NOTEBOOM CONSTRUCTION &, MANAGEM	5390	06/14/2023	295-895-977-000	AIRPORT/REIMBURSEMENT/LANDSC	$68.51	336604	06/15/2023
054822	D-K FENCE COMPANY, INC.	2610-212	06/21/2023	295-895-977-000	AIRPORT/SERVICE C-GATE	$79.50	336671	06/22/2023
					ACCOUNT TOTAL	**190.39**		
					DEPARTMENT TOTAL	**$190.39**		
046076	AVFUEL CORP.	018666999	06/01/2023	295-895-979-010	AIRPORT/JET FUEL 2202 GALLONS	$6,488.34	336366	06/08/2023
046076	AVFUEL CORP.	018773074	06/19/2023	295-895-979-010	AIRPORT/7954 GALLONS	$37,945.52	336653	06/22/2023
046076	AVFUEL CORP.	018798080	06/21/2023	295-895-979-010	AIRPORT/JET FUEL/2495 GALLONS	$7,708.15	336653	06/22/2023
					ACCOUNT TOTAL	**52,142.01**		
					DEPARTMENT TOTAL	**$52,142.01**		