

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

**June 26, 2024  
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 May 22, 2024 Regular Meeting Minutes.
7. Financial Reports
  - A. \*Consider approval of the May 2024 Financial Report.
8. Old Business
  - A. Request for Letters of Interest for Airport Management Services - Update
  - B. City and County Approval of Expenditure to Purchase a New Van for Airport – Update
9. New Business
  - A.
10. Airport Manager's Report
11. Hastings Flying Association Report
12. Board Comments
13. \*\* Limited Public Comment
14. 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**  
**May 22, 2024**

**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, Resseguie, Teunessen, Tossava, Smelker  
Members Absent: None.

**Approval of Agenda.** Motion by Smelker, second by Tossava to approve the agenda for the May 22, 2024 meeting as amended. All members present voting yes; motion carried.

**Limited Public Comment.** Comments were provided by Gino and by Randy VanLier.

**Approval of Minutes.** There were no modifications proposed for the draft minutes of the April 24, 2024 regular meeting of the Airport Commission.

Motion by Tossava, second by Smelker to approve the minutes from the April 24, 2024 regular meeting of the Airport Commission as presented. All members present voting yes; motion carried.

**Financial Reports.** Commission members reviewed the financial statements. No comments or questions were presented.

Motion by Teunessen, second by Tossava to accept and place on file the financial report for April 2024. All members present voting yes; motion carried.

**Old Business.**

Item A. Request for letters of interest for airport management services. Discussion was held regarding the proposed notice to solicit letters of interest for an airport manager.

Motion by Tossava, second by Teunessen to disperse the notice for letters of interest to be directed to Michael Brown with a deadline of June 30<sup>th</sup>. All members present voting yes; motion carried.

Item B. Review of Noteboom lease of Larry Baum donated hangar. Noteboom presented letters from two people regarding their recollection about Mr. Baum's intent of conditions related to the hangar donation. Discussion was held.

Motion by Teunessen, second by Resseguie to approve a lease agreement in form of document to be approved by the Chairperson and Secretary to allow Mr. Noteboom to lease the hangar at \$1 a year to be in effect for a period of five years from May 31, 2024. Roll Call Vote: Teunessen - yes, Tossava - no, Smelker - no, Resseguie - no, Holley - yes. Motion failed.

Motion by Tossava, second by Resseguie for it to be added to the manager's contract that he be able to lease the hangar for \$1/year for a period of up to five years upon completion of service as the airport manager contingent upon review by an attorney to determine the agreement's compliance with the airport grant terms. Roll Call Vote: Tossava – yes, Smelker – yes, Resseguie – yes, Teunessen – yes, Holley – yes. Motion carried.

Motion by Tossava, second by Smelker to extend the contract with the airport manager on a month-to-month basis. All members present voting yes; motion carried.

Item C. City and County approval of expenditure to purchase a new van for airport. It was noted that this would be on both the City and County's upcoming meeting agendas.

**New Business.** None.

**Airport Manager's Report.** Noteboom provided comments from the written manager's report.

**Hastings Flying Association Report.** Dawn Patrol has been canceled for this year.

**Board Comments.** None.

**Limited Public Comment.** A member of the public spoke to the commission.

**Adjournment.**

Motion by Tossava, second by Smelker to adjourn the meeting at 5:31 p.m. All members present voting yes; motion carried.

Revenue Status Report

BARRY COUNTY  
 5/1/2024 through 5/31/2024

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	100,000.00	0.00	0.00	100,000.00	0.00
000-608-000 HANGER RENT & TIE DOWN FEES	155,000.00	11,430.20	86,678.40	68,321.60	55.92
000-609-050 OTHER	250.00	0.00	0.00	250.00	0.00
000-648-000 SALE OF GAS	225,000.00	18,171.23	100,138.41	124,861.59	44.51
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	17,175.00	16,175.00	27,306.00	-10,131.00	158.99
000-679-010 MISC REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
000-699-000 APPROPRIATION TRANSFER IN CONTROL	100,000.00	100,000.00	100,000.00	0.00	100.00
Total AIRPORT FUND	597,425.00	145,776.43	314,122.81	283,302.19	52.58
<b>Grand Total</b>	<b>597,425.00</b>	<b>145,776.43</b>	<b>314,122.81</b>	<b>283,302.19</b>	<b>52.58</b>

**BARRY COUNTY  
EXPENDITURE VS BUDGET REPORT  
PERIOD ENDING 5/2024 FISCAL PERIOD 5 YEAR 2024**

6/10/2024

FUND 295 AIRPORT FUND	BUDGETED EXPENSE	ACTUAL MTD	ACTUAL YTD	BUDGET REMAINING	PERCENT REMAINING
FUND ACCOUNT # DESCRIPTION					
895 AIRPORT					
708 000	85,000.00	8,583.33	42,916.65	42,083.35	49.51%
	<b>85,000.00</b>	<b>8,583.33</b>	<b>42,916.65</b>	<b>42,083.35</b>	<b>49.51%</b>
	<b>TOTAL PAYROLL EXPENDITURES</b>				
727 000	800.00	0.00	144.32	655.68	81.96%
729 000	180.00	0.00	0.00	180.00	100.00%
734 000	13,500.00	663.54	2,117.02	11,382.98	84.32%
745 000	500.00	0.00	0.00	500.00	100.00%
748 000	500.00	89.99	185.57	314.43	62.89%
802 010	0.00	6,500.00	6,500.00	-6,500.00	0.00%
806 000	4,000.00	0.00	0.00	4,000.00	100.00%
807 000	1,200.00	0.00	51.00	1,149.00	95.75%
808 000	0.00	0.00	0.00	0.00	0.00%
809 000	1,650.00	0.00	1,195.00	455.00	27.58%
816 000	0.00	0.00	0.00	0.00	0.00%
851 000	100.00	124.99	624.95	-524.95	-524.95%
910 000	8,100.00	0.00	1,049.95	7,050.05	87.04%
921 000	12,000.00	703.06	4,950.89	7,049.11	58.74%
925 000	750.00	55.00	275.00	475.00	63.33%
931 000	4,500.00	58.97	126.68	4,373.32	97.18%
932 000	4,000.00	0.00	1,905.61	2,094.39	52.36%
960 000	1,000.00	0.00	1,757.50	-757.50	-75.75%
960 100	6,750.00	475.95	2,431.71	4,318.29	63.97%
974 000	6,500.00	0.00	0.00	6,500.00	100.00%
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	33,675.00	0.00	3,217.21	30,457.79	90.45%
979 000	415,000.00	108,026.20	157,160.38	257,839.62	62.13%
979 010	200,000.00	46,799.70	78,468.43	121,531.57	60.77%
980 000	0.00	0.00	0.00	0.00	0.00%
	<b>729,705.00</b>	<b>163,497.40</b>	<b>262,161.22</b>	<b>467,543.78</b>	<b>64.07%</b>
	<b>TOTAL OPERATING EXPENDITURES</b>				
895 AIRPORT TOTAL DEPARTMENT	814,705.00	172,980.73	305,077.87	509,627.13	62.55%
295 AIRPORT FUND TOTAL FUND	<b>814,705.00</b>	<b>172,980.73</b>	<b>305,077.87</b>	<b>509,627.13</b>	<b>62.55%</b>

**ACCUMULATED PAID LIST**  
 Period Ending 5/2024 Fiscal Period 5 Year 2024

**BARRY COUNTY**  
06/03/2024

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
<b>295 AIRPORT FUND</b>						
<b>895 AIRPORT</b>						
<b>295-895-708-000</b>						
041972	MAY24	295-895-708-000	AIRPORT/MONTHLY/TRAINING	\$8,583.33	342757	05/09/2024
			<b>ACCOUNT TOTAL</b>	<b>8,583.33</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$8,583.33</b>		
034865	17762/1	295-895-748-000	AIRPORT/WEED & GRASS KILLER	\$89.99	342737	05/09/2024
			<b>ACCOUNT TOTAL</b>	<b>89.99</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$89.99</b>		
057257	01123131	295-895-802-010	AIRPORT/9D9 TERMINAL BLDG	\$6,500.00	343043	05/23/2024
			<b>ACCOUNT TOTAL</b>	<b>6,500.00</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$6,500.00</b>		
056933	JUNE24	295-895-851-000	AIRPORT/INTERNET	\$124.99	342788	05/09/2024
			<b>ACCOUNT TOTAL</b>	<b>124.99</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$124.99</b>		
008300	05/14/2024	295-895-921-000	AIRPORT/100026751378	\$37.55	342925	05/16/2024
014546	05/15/2024	295-895-921-000	AIRPORT/ENERGY USE	\$665.51	342942	05/16/2024
	4/9-5/10/2024		<b>ACCOUNT TOTAL</b>	<b>703.06</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$703.06</b>		
051099	MAY2024	295-895-925-000	AIRPORT/TRASH/COM0050	\$55.00	342958	05/16/2024
			<b>ACCOUNT TOTAL</b>	<b>55.00</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$55.00</b>		
034865	17762/1	295-895-931-000	AIRPORT/WEED & GRASS KILLER	\$58.97	342737	05/09/2024
			<b>ACCOUNT TOTAL</b>	<b>58.97</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$58.97</b>		
052541	366436	295-895-979-000	AIRPORT/SERVICES FOR TERMINAL/AF	\$107,726.20	342968	05/16/2024
030138	5/28/24	295-895-979-000	AIRPORT/PROJECT	\$300.00	343263	05/30/2024
			<b>ACCOUNT TOTAL</b>	<b>108,026.20</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$108,026.20</b>		
046076	020401356	295-895-979-010	AIRPORT/JET FUEL	\$6,722.23	342621	05/02/2024
046076	020466121	295-895-979-010	AIRPORT/FUEL FOR RESALE	\$40,077.47	342905	05/16/2024
			<b>ACCOUNT TOTAL</b>	<b>46,799.70</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$46,799.70</b>		

Invoice #	Inv. Date	Account Number	Description	FUND TOTAL	Invoice Amount	Check Number	Check Date
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			Add Sales Tax		\$ 663.54		
			Add Bank/credit card fees		\$ 475.95		
			<b>TOTAL</b>		<b>\$172,080.73</b>		