

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

**June 28, 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 May 24, 2023 Regular Meeting
7. Financial Reports
  - A. \*Consider approval of the May 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  
May 24, 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. All members present; Bowers, Holley, Smelker, Teunessen, Tossava

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

Motion by Smelker, Second by Tossava to approve the agenda for the May 24, 2023 meeting. All members present voting yes; motion carried.

**Limited Public Comment.** None.

**Approval of Minutes.** There were no modifications proposed for the draft minutes of the April 26, 2023 regular meeting of the Airport Commission.

Motion by Smelker, Seconded by Teunessen to approve the minutes from the April 26, 2023 regular meeting of the Airport Commission as presented. All members present voting yes; motion carried.

There were no modifications proposed for the draft minutes of the May 9, 2023 special meeting of the Airport Commission.

Motion by Tossava, Seconded by Smelker to approve the minutes from the May 9, 2023 special meeting of the Airport Commission as presented. All members present voting yes; motion carried.

**Financial Reports.** Holley introduced discussion regarding the April 2023 Financial report.

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

**Old Business.** None.

**New Business.** None.

**Airport Manager's Report.** Noteboom commented that the new debris blower had been received, all hangars are full other than some limited space in the community hangar, and that he is working on having the gate fixed.

**Board Comments.** Smelker commented that the Board of Commissioners had voted to approve the amendment to the airport manager's contract. Tossava noted that the City Council had also approved the document.

**Limited Public Comment.** None.

**Adjournment.**

Motion by Tossava, Seconded by Smelker to adjourn the meeting at 4:45 p.m. All members present voting yes; motion carried.

Revenue Status Report

revstat.rpt  
06/12/2023 10:44AM  
Periods: 5 through 5

BARRY COUNTY  
5/1/2023 through 5/31/2023

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
295 AIRPORT FUND					
000 DEPT					
000-553-000 STATE GRANT	0.00	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	150,000.00	14,522.50	94,801.10	55,198.90	63.20
000-609-050 OTHER	250.00	0.00	0.00	250.00	0.00
000-648-000 SALE OF GAS	225,000.00	29,085.26	91,293.43	133,706.57	40.57
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	1,450.00	0.00	9,780.00	-8,330.00	674.48
000-679-010 MISC REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	376,700.00	43,607.76	195,874.53	180,825.47	52.00

Grand Total

376,700.00 43,607.76 195,874.53 180,825.47 52.00

**BARRY COUNTY  
EXPENDITURE VS BUDGET REPORT**

6/2/2023

PERIOD ENDING 5/2023 FISCAL PERIOD 5 YEAR 2023

FUND 295 AIRPORT FUND	BUDGETED EXPENSE	ACTUAL MTD	ACTUAL YTD	BUDGET REMAINING	PERCENT REMAINING
FUND ACCOUNT # DESCRIPTION					
895 AIRPORT					
708 000	79,000.00	6,583.33	32,916.65	46,083.35	58.33%
	<b>79,000.00</b>	<b>6,583.33</b>	<b>32,916.65</b>	<b>46,083.35</b>	<b>58.33%</b>
<b>TOTAL PAYROLL EXPENDITURES</b>					
	800.00	0.00	52.79	747.21	93.40%
	180.00	0.00	0.00	180.00	100.00%
	13,500.00	375.27	1,392.97	12,107.03	89.68%
	500.00	0.00	0.00	500.00	100.00%
	500.00	9.99	626.23	-126.23	-25.25%
	0.00	0.00	0.00	0.00	0.00%
	4,000.00	281.25	1,111.25	2,888.75	72.22%
	1,200.00	0.00	0.00	1,200.00	100.00%
	0.00	0.00	0.00	0.00	0.00%
	1,500.00	0.00	945.00	555.00	37.00%
	0.00	0.00	0.00	0.00	0.00%
	100.00	2.70	2.70	97.30	97.30%
	8,100.00	0.00	601.00	7,499.00	92.58%
	12,000.00	779.77	5,117.34	6,882.66	57.36%
	750.00	55.00	275.00	475.00	63.33%
	4,500.00	209.49	268.11	4,231.89	94.04%
	4,000.00	5,301.86	7,617.00	-3,617.00	-90.43%
	1,000.00	55.20	130.15	869.85	86.99%
	6,750.00	670.12	2,192.96	4,557.04	67.51%
	6,500.00	0.00	14,071.33	-7,571.33	-116.48%
	0.00	0.00	0.00	0.00	0.00%
	15,000.00	0.00	0.00	15,000.00	100.00%
	17,500.00	12,200.00	12,200.00	5,300.00	30.29%
	5,000.00	0.00	26,913.90	-21,913.90	-438.28%
	200,000.00	19,063.00	61,343.24	138,656.76	69.33%
	0.00	0.00	0.00	0.00	0.00%
	<b>303,380.00</b>	<b>39,003.65</b>	<b>134,860.97</b>	<b>168,519.03</b>	<b>55.55%</b>
<b>TOTAL OPERATING EXPENDITURES</b>					
895 AIRPORT TOTAL DEPARTMENT	382,380.00	45,586.98	167,777.62	214,602.38	56.12%
295 AIRPORT FUND TOTAL FUND	382,380.00	45,586.98	167,777.62	214,602.38	56.12%

**ACCUMULATED PAID LIST**  
 Period Ending 5/2023 Fiscal Period 5 Year 2023

**BARRY COUNTY**  
 06/02/2023

**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    MAY23    05/01/2023    295-895-708-000    AIRPORT    \$6,583.33    335837    05/04/2023  
**ACCOUNT TOTAL**  
**DEPARTMENT TOTAL**  
**\$6,583.33**

023425 STATE OF MICHIGAN    2023/04    05/02/2023    295-895-734-000    BARRY CO/STATE WITHOLDING    \$375.27    335848    05/04/2023  
**ACCOUNT TOTAL**  
**DEPARTMENT TOTAL**  
**\$375.27**

034865 HASTINGS ACE HARDWARE    11317/1    05/22/2023    295-895-748-000    AIRPORT/WHITE MARKING PAINT    \$9.99    336275    05/23/2023  
**ACCOUNT TOTAL**  
**DEPARTMENT TOTAL**  
**\$9.99**

022651 APPLE STREET LAW OFFICE PLC    5045    05/11/2023    295-895-806-000    AIRPORT/SERVICES APRIL 23    \$281.25    336161    05/23/2023  
**ACCOUNT TOTAL**  
**DEPARTMENT TOTAL**  
**\$281.25**

045712 MEI TELECOM SERVICES    10001347892    05/22/2023    295-895-851-000    AIRPORT/PLUS SURCHARGES    \$2.70    336297    05/25/2023  
**ACCOUNT TOTAL**  
**DEPARTMENT TOTAL**  
**\$2.70**

008300 CONSUMERS ENERGY, PAYMENT CENTER    005229    05/15/2023    295-895-921-000    AIRPORT/GAS/#1030 4511 8215    \$17.66    336072    05/18/2023  
 008300 CONSUMERS ENERGY, PAYMENT CENTER    04567558772    05/15/2023    295-895-921-000    AIRPORT/GAS    \$47.52    336072    05/18/2023  
 014546 GREAT LAKES ENERGY    005337    05/22/2023    295-895-921-000    AIRPORT/ENERGY USE    \$714.59    336269    05/25/2023  
**ACCOUNT TOTAL**  
**DEPARTMENT TOTAL**  
**\$779.77**

051099 JIM'S PICKUP SERVICE    MAY 2023    05/09/2023    295-895-925-000    AIRPORT#/JCOM0050    \$55.00    335994    05/11/2023  
**ACCOUNT TOTAL**  
**DEPARTMENT TOTAL**  
**\$55.00**

041972 NOTEBOOK CONSTRUCTION & MANAGEM    005330    05/16/2023    295-895-931-000    AIRPORT/REIMBURSEMENT/SUPPLIE    \$209.49    336117    05/18/2023  
**ACCOUNT TOTAL**  
**DEPARTMENT TOTAL**  
**\$209.49**

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
<b>295 AIRPORT FUND</b>						
<b>895 AIRPORT</b>						
<b>295-895-932-000</b>						
041972	05/02/2023	295-895-932-000	AIRPORT/TREE CLEARING	\$4,200.00	335837	05/04/2023
034865	05/09/2023	295-895-932-000	AIRPORT/TRIMMER	\$219.00	335987	05/11/2023
024748	05/09/2023	295-895-932-000	AIRPORT/PARTS	\$158.44	335988	05/11/2023
029462	05/15/2023	295-895-932-000	AIRPORT/SERVICE CALL	\$541.50	336128	05/18/2023
041972	05/24/2023	295-895-932-000	AIRPORT/REIMBURSE FOR SUPPLIES	\$77.98	336301	05/25/2023
040885	05/22/2023	295-895-932-000	AIRPORT/RODS & FLANGES	\$104.94	336319	05/25/2023
			<b>ACCOUNT TOTAL</b>	<b>5,301.86</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$5,301.86</b>		
029050	05/09/2023	295-895-960-000	AIRPORT/DISPLAY AD 4/1/2023	\$55.20	336020	05/11/2023
			<b>ACCOUNT TOTAL</b>	<b>55.20</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$55.20</b>		
050946	05/02/2023	295-895-977-000	AIRPORT/STAND ON BLOWER	\$12,200.00	335862	05/04/2023
			<b>ACCOUNT TOTAL</b>	<b>12,200.00</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$12,200.00</b>		
046076	05/05/2023	295-895-979-010	AIRPORT/RESALE FUEL	\$18,976.01	335950	05/11/2023
046076	05/15/2023	295-895-979-010	AIRPORT/NEW WINDSOCK	\$86.99	336051	05/18/2023
			<b>ACCOUNT TOTAL</b>	<b>19,063.00</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$19,063.00</b>		
			<b>FUND TOTAL</b>	<b>\$44,916.86</b>		

Add Bank/credit card fees

**TOTAL** 670.12  
**\$45,586.98**