

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, January 13, 2020 – 5:00pm

Call Meeting to Order:

Roll Call:

Larry Silcox	_____
Harry Brady	_____
John Colvin	_____

Motion to Excuse:

Public Comments:

Approval of Minutes from Regular Meeting: December 09, 2019

Operational and Financial Report December 31, 2019

December 2019 Fuel Sales:

AVGas:	\$	3,169.92	Gallons:	660.40
Jet A:	\$	-	Gallons:	-

As of December 31, 2019

Total Income / Loss

Cash in Bank:	12,734.77
Net Income YTD:	224,505.65
Total Expenses YTD:	<u>336,245.39</u>
Net Income/ Loss YTD:	<u><u>(111,739.74)</u></u>

Airport Income/ Loss

Net Income YTD:	159,501.96
Total Expenses YTD:	<u>156,592.45</u>
Net Income/ Loss YTD:	<u><u>2,909.51</u></u>

Grant Income/ Loss

Net Income YTD:	65,003.69
Total Expenses YTD:	<u>179,652.94</u>
Net Income/ Loss YTD:	<u><u>(114,649.25)</u></u>

Approval of December 31, 2019 Financials

Approval to Pay Invoices: \$10,074.74 (updated 01/13/2020)

Old Business:

Consultant Report

Update Rules & Regulations – Tabled until February, 2020

New Business:
Election of Officers
Safety Posters
Letter to Commissioners
Chamber Renewal for 2020

Date of next meeting: February 10, 2020 @ 5:00 pm

December 09, 2019 Meeting Minutes

Call to Order:

Present: Larry Silcox, John Colvin

John Colvin moved to excuse Harry Brady. Larry Silcox seconded. Motion Passed.

Public:

Minutes for November 11, 2019 should read Weather – Not FAA Approved. System similar to ASWOS or ATIS.
Runway lights timer needs to be turned on to Leave position. One runway light is out. As Built survey
Farm Rent May and October? Larry Silcox said check will be cut on 12/19/2019. (Check received for \$7,777.00
deposited 12/28/2019)

Minutes:

John Colvin moved to approve minutes. Larry Silcox seconded.

Discussion: Light box has been changed. Change Ford tractor to lawn mower to gov.com.

John Colvin moved to approve minutes with changes. Larry Silcox seconded. John Colvin moved to approve minutes with changes. Larry Silcox seconded.

Financials and Invoices:

John Colvin moved to approve financial. Larry Silcox seconded. Motion Passed.

John Colvin moved to approve Invoices. Larry Silcox seconded. Motion Passed.

Old Business:

Land Rent check will be cut on 12/19/2019.

Consultant Report:

Review and approve the ACIP for submission to FAA and ODOT

Review and approve Financial forms to FAA by year end.

Review and approve Pay Application for Erie Blacktop.

John Colvin moved to approve all. Larry Silcox seconded. Motions Passed.

Harry Brady came to meeting.

New Business:

Maintenance report:

Roofs on Commercial Building, leaks have been fixed. Need to replace seals.

Five Star Roofing – will get back with quote

Excavation done. Pipe across road lowered 10" with a new drainage box on the east side.

4" corrugated pipe cleaned out early this year.

Rules & Regulations tabled for review until February 2020.

Adjourned:

Harry Brady moved to adjourn. John Colvin seconded.

Weather system moved to approved by Harry Brady. Seconded by John Colvin. Motion Passed.

Larry Silcox, President

Linda Vaughn, Secretary/Treasurer

**Huron County Airport Authority
Balance Sheet**

As of December 31, 2019

10:03 AM

01/06/2020

**Cash
Basis**

Dec 31, 19

ASSETS

Current Assets

Checking/Savings

Civista 23825

12,734.77

Total Checking/Savings

12,734.77

Accounts Receivable

Accounts Receivable

-630.00

Total Accounts Receivable

-630.00

Total Current Assets

12,104.77

Fixed Assets

Equipment

27,928.36

Total Fixed Assets

27,928.36

TOTAL ASSETS

40,033.13

LIABILITIES & EQUITY

Equity

Opening Balance Equity

40,822.82

Retained Earnings

110,950.05

Net Income

-111,739.74

Total Equity

40,033.13

TOTAL LIABILITIES & EQUITY

40,033.13

**Huron County Airport Authority
Total Profit & Loss YTD**

January through December 2019

10:10 AM

01/06/2020

**Cash
Basis**

**Jan - Dec
19**

Ordinary Income/Expense

Income

Airport Closure

10,000.00

Commercial Office Rent

7,200.00

FAA Grant

54,518.00

Farm Rent

7,777.00

Fuel Sales

78,422.67

Hangar Rent	48,349.16
Legal Reimbursement	3,756.65
ODOT Grant	10,485.69
Overnight Fees	190.00
Public Records Request Income	70.75
Utilities Reimbursement	<u>3,735.73</u>
Total Income	224,505.65
Expense	
Attorney Fees	2,600.00
Bank Service Charges	50.00
Cleaning / Sump	2,750.00
Credit Card Processing	1,871.38
FAA Grant Expense	179,652.94
Fuel Purchased	
100 AVGas	37,329.25
Diesel Fuel	353.40
Jet-A	<u>36,889.93</u>
Total Fuel Purchased	74,572.58
Insurance Expense	2,366.00
Maintenance	2,021.95
Membership	180.00
Mowing	10,460.00
Office Expense	
Computer Expense	1,121.98
Office Supplies	1,039.68
Postage	<u>203.30</u>
Total Office Expense	2,364.96
Ohio EPA Reporting	5,159.70
Permits	1,250.00
Propane	2,266.66
Property Taxes	6,196.70
Public Records Request Expense	846.68
Repairs and Maintenance	12,930.90
Sales Tax	
Sales Tax Discount	-43.43
Sales Tax - Other	<u>5,572.52</u>
Total Sales Tax	5,529.09
Secretary / Treasurer	2,809.00
Service Agreements	2,475.00
Snow Removal	1,272.50
Supplies	1,314.03
Travel Expenses	606.17
Utilities	
Electric	9,369.36
Telephone Expense	1,741.43
Water	<u>3,312.96</u>
Total Utilities	14,423.75
Website Expense	275.40

Total Expense	<u>336,245.39</u>
Net Ordinary Income	<u>-111,739.74</u>
Net Income	<u><u>-111,739.74</u></u>

**Huron County Airport Authority
Airport Profit & Loss YTD**

January through December 2019

10:06 AM

01/06/2020

Cash

Basis

Jan - Dec

19

Ordinary Income/Expense

Income

Airport Closure	10,000.00
Commercial Office Rent	7,200.00
Farm Rent	7,777.00
Fuel Sales	78,422.67
Hangar Rent	48,349.16
Legal Reimbursement	3,756.65
Overnight Fees	190.00
Public Records Request Income	70.75
Utilities Reimbursement	<u>3,735.73</u>

Total Income 159,501.96

Expense

Attorney Fees	2,600.00
Bank Service Charges	50.00
Cleaning / Sump	2,750.00
Credit Card Processing	1,871.38
Fuel Purchased	
100 AVGas	37,329.25
Diesel Fuel	353.40
Jet-A	<u>36,889.93</u>

Total Fuel Purchased 74,572.58

Insurance Expense 2,366.00

Maintenance 2,021.95

Membership 180.00

Mowing 10,460.00

Office Expense

 Computer Expense 1,121.98

 Office Supplies 1,039.68

 Postage 203.30

Total Office Expense 2,364.96

Ohio EPA Reporting 5,159.70

Permits 1,250.00

Propane 2,266.66

Property Taxes 6,196.70

Public Records Request Expense 846.68

Repairs and Maintenance	12,930.90
Sales Tax	
Sales Tax Discount	-43.43
Sales Tax - Other	<u>5,572.52</u>
Total Sales Tax	5,529.09
Secretary / Treasurer	2,809.00
Service Agreements	2,475.00
Snow Removal	1,272.50
Supplies	1,314.03
Travel Expenses	606.17
Utilities	
Electric	9,369.36
Telephone Expense	1,741.43
Water	<u>3,312.96</u>
Total Utilities	14,423.75
Website Expense	<u>275.40</u>
Total Expense	<u>156,592.45</u>
Net Ordinary Income	<u>2,909.51</u>
Net Income	<u><u>2,909.51</u></u>

Huron County Airport Authority
Grants Profit & Loss YTD
January through December 2019

10:08 AM

01/06/2020
Cash
Basis
Jan - Dec
19

Ordinary Income/Expense	
Income	
FAA Grant	54,518.00
ODOT Grant	<u>10,485.69</u>
Total Income	65,003.69
Expense	
FAA Grant Expense	<u>179,652.94</u>
Total Expense	<u>179,652.94</u>
Net Ordinary Income	<u>-114,649.25</u>
Net Income	<u><u>-114,649.25</u></u>

Huron County Airport Authority**Invoice Approval**

Date: 1/13/2020

For Meeting on: 1/13/2020

Company	Date	Amount	Purchase	
Albrecht, Bill	1/1/2020	400.00	EPA Reporting - 2019 December	3747
Ashland Airport	12/15/2019	400.00	Purchase X Signs	3746
Beck Aviation	1/1/2020	151.25	Maintenance - 2019 December	3748
Frontier Communications	12/28/2019	151.66	Service 12/28/2019 - 01/27/2020	EFT
Holtz, Mary	1/1/2020	250.00	Cleaning / Sumping - 2019 December	3749
Holtz, Mary	1/1/2020	340.00	Check WWTP Daily	3749
Holtz, Mary	1/1/2020	80.00	Pressure Wash Hangar	3749
Holtz, Mary	1/1/2020	190.00	Scid Steer Parking Lots	3749
Holtz, Mary	1/1/2020	9.49	Supplies	3749
Huron County Treasurer	2/14/2020	3,149.61	First Half 2019	3750
Marett Snow Removal	11/20/2019	192.00	Loader 2 hours	3751
Michael Baker	12/9/2019	2,318.00	Pro Service 03/12/2019 - 08/31/2019	3752
Northern Ohio Rural Water	12/23/2019	79.25	Service 11/14/2019 - 12/16/2019	3753
Norwalk Ace	12/18/2019	13.99	Ice Melt	3754
Ohio Business Gateway	1/2/2020	228.10	2019 December Sales Tax	EFT
Ohio Edison	12/30/2019	791.93	2019 December Service	EFT
Ohio EPA	1/1/2010	200.00	NPDES Renewal	3756
QTPod	1/15/2020	581.08	M4000 / Monthly Payment	EFT
Silcox, Larry	1/10/2020	51.72	American Flag	3755
Tuffman Equipment	1/9/2020	269.80	Skids Steer	3757
Vaughn, Linda	1/1/2020	200.00	2019 December	3758
Vaughn, Linda	1/1/2020	26.86	2020 Books / Dividers	3735
		<u>10,074.74</u>		