Huron County Airport Authority Tentative Agenda For Regular Meeting, Monday, December 14, 2020

3:00 pm

Huron County Commissioner Building 3rd Floor

180 Milan Avenue, Norwalk, OH 44857

Call to Order:				
Larry Silcox Harry Brady John Colvin				
Consultant Report:				
Public Comment:				
Approval of Minutes for No	vember 09,	2020		
Approval of Financial for No	ovember 30	, 2020		
November 2020 Fuel Sale				
AVGas:	1,992.42	Gallons:	415.09	
Jet A:	225.07	Gallons:	59.23	
As of November 30, 2020 Civista 9494				
Cash in Bank: Total Income / Loss	8,479.55			
Net Income YTD:				
	342,850.47			
Total Expenses YTD: Net Income/ Loss YTD:	344,327.79 (1,477.32)	<u>-</u> -		
Airport Income/ Loss		_		
Net Income YTD:	121 064 50			
Total Expenses YTD:	131,864.59 96,209.17			
Net Income/ Loss YTD:	35,655.42	=		
Grant Income/ Loss				
Net Income YTD:	210,985.88			
Total Expenses YTD:	248,118.62			
Net Income/ Loss YTD:	(37,132.74)	- -		
Approval of Invoices for De	cember, 20	20: \$4,5	554.49	

Old Business:

New Business:

Date of next meetings: January 11, 2021

November 09, 2020 Meeting Minutes

Call to Order:

Present: Larry Silcox, Harry Brady

John Colvin maybe late.

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

Consultant Report:

Working on the Cares Act invoices. Havin trouble communicating with FAA.

Public Comments:

Green side of beacon not working, only shows white. John Beck safety wired green lens.

J & M Auctioneer flew in for auction of construction equipment. Would not purchase fuel from HCAA, went to Toledo to purchase fuel.

Minutes:

Harry Brady moved to approve. Larry Silcox seconded.

Roof on commercial hangar completed. As there was no deed HCAA name was removed from county records.

Discussion to change bacon to beacon.

Motion Passed.

Financials:

No Jet A sold. 708.75 Gallons of AVGas.

Harry Brady moved to approve. Larry Silcox seconded. Motion Passed.

Invoices:

Discussion of hot water tank. Deluca Plumbing came out cleaned out mechanism. Sent quote for replacement, which was too high for a 40 gallons propane tank that has to be heated continuously. 7 gallons on demand much cheaper. Change Socket rail to socket sets

Harry Brady moved to approve. Larry Silcox seconded. Motion Passed.

Old Business:

John Colvin recommends staying with EPIC Fuel, rather than switching. Fuel prices checked on 11/05/2020, only Willard is lower. All other surrounding airports higher.

New Business

Budget for 2021 - Attorney says we are not required. We still go ahead with a 2021 Budget.

Lease and Rules & Regulations have been updated.

Proposal for Engineering firm: John Colvin came in.

Harry Brady moved to keep Michael Baker as consultation. John Colvin seconded. Motion Passed.

Rent Increase:

3% = \$5.43 4% = \$7.255% = \$9.05

Public comment: only have 1 hangar available, facing competition.

Adjourned:

H	Harry	Brady mov	ved to	adiourn.	John	Colvin	seconde	d.

Larry Silcox, President		

Huron County Airport Authority	10:10 AM
Balance Sheet	12/12/2020
As of November 30, 2020	Cash Basis
7.0 0. 1.0 0.11.00.1 00, 2020	Nov 30, 20
ACCETO	1407 30, 20
ASSETS Current Assets	
Checking/Savings Civista 25409494	8,479.55
	· ·
Total Checking/Savings Accounts Receivable	8,479.55
Accounts Receivable Accounts Receivable	2.050.22
	-3,050.33
Total Accounts Receivable	-3,050.33
Total Current Assets	5,429.22
Fixed Assets	
Equipment	33,426.59
Total Fixed Assets	33,426.59
TOTAL ASSETS	38,855.81
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	40,822.82
Retained Earnings	-489.69
Net Income	-1,477.32
Total Equity	38,855.81
TOTAL LIABILITIES & EQUITY	38,855.81
Huron County Airport Authority	40:20 AM
Total Profit & Loss YTD	10:20 AM
	12/12/2020
January through November 2020	Cash Basis
	Jan - Nov 20
Ordinary Income/Expense	
Income	
Commercial Office Rent	13,200.00
FAA Grant	197,012.00
Fuel Sales	59,404.91
Hangar Rent	54,900.93
Legal Reimbursement	1,975.00
Miscellaneous Income ODOT Grant	27.00
Overnight Fees	13,973.88 70.00
Promissory Note	0.00
Public Records Request Income	31.65
Utilities Reimbursement	2,255.10
Total Income	342,850.47
Expense	342,030.47
Attorney Fees	1,975.00
Bank Service Charges	37.00
Cleaning / Sump	2,750.00
Credit Card Processing	1,250.80
Ground Gara From Coming	1,200.00

Fuel Purchased 16,343,12 20 20 20 20 20 20 20	FAA Grant Expense	248,118.62
Diesel Fuel 406.33 Jet-A 10.518.55 Total Fuel Purchased 27,288.00 Insurance Expense 2,597.00 Interest Expense 0.14 Maintenance 3,967.83 Mowing 8,000.00 Office Expense 889.44 Office Expense 623.22 Postage 151.00 Total Office Expense 1,563.66 Ohio EPA Reporting 4,676.30 Permits 1,930.00 Permits 1,930.00 Propane 1,624.85 Property Taxes 6,289.22 Public Records Request Expense 355.44 Repairs and Maintenance 9,454.31 Sales Tax 354.81 Sales Tax 34.384.02 Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Snow Removal 744.00 Supplies 112.22 Travel Expenses 1,111 Utilities Electric 7,724.82 Telephone Expense 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 344.327.79 Net Ordinary Income 1,477.32 Net Ordinary Income 1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan-Nov 20 Ordinary Income/Expense 1,620.00 Fuel Sales 59,404.91	Fuel Purchased	
Total Fuel Purchased 27,268.00 Insurance Expense 2,597.00 Interest Expense 0.14 Maintenance 3,967.83 Mowing 8,000.00 Office Expense 25,97.00 Office Expense 889.44 Office Expense 523.22 Postage 151.00 Total Office Expense 1,563.66 Ohio EPA Reporting 4,676.30 Permits 1,930.00 Propane 1,624.85 Property Taxes 6,299.22 Public Records Request Expense 355.44 Repairs and Maintenance 9,454.31 Sales Tax Sales Tax Sales Tax 3,840.22 Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Since Agreements 2,452.00 Since Agreements 2,452.00 Since Agreements 1,637.35 Water 2,686.60 Total Utilities Electric 7,724.82 Telephone Expense 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 344.327.79 Net Ordinary Income 1,477.32 Huron County Airport Authority 10:12 Am Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan-Nov 20 Ordinary Income/Expense Income Commercial Office Rent 13,200.00 Fuel Sales 59,404.91 South Publics 59,404	100 AVGas	16,343.12
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Interest Expense 0.14 Maintenance 3,967.83 Mowing 8,000.00 Office Expense Computer Expense 523.22 Postage 151.00 Total Office Expense 1,563.66 Ohio EPA Reporting 4,676.30 Permits 1,930.00 Propane 1,624.85 Property Taxes 6,299.22 Public Records Request Expense 355.44 Repairs and Maintenance 9,454.31 Sales Tax Sales Tax Other 4,416.10 Total Sales Tax 4,384.02 Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Snow Removal 744.00 Supplies 11.22 Travel Expense 1,637.32 Travel Expense 1,637.32 Telephone Expense 4,000 Total Expens	Total Fuel Purchased	27,268.00
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Mowing 8,000.00 Office Expense 889.44 Computer Expense 889.44 Office Supplies 523.22 Postage 151.00 Total Office Expense 1,563.66 Ohio EPA Reporting 4,676.30 Permits 1,930.00 Propane 1,624.85 Property Taxes 6,299.22 Public Records Request Expense 355.44 Repairs and Maintenance 9,454.31 Sales Tax 32.08 Sales Tax - Other 4,416.10 Total Sales Tax 4,334.02 Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Snow Removal 744.00 Supplies 112.22 Travel Expenses 11.11 Utilities 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 40.00 Total Expense 34,327.79 Net Ordinary Income 1,477.32 Huron County Airport Authority	Interest Expense	0.14
Office Expense 889.44 Office Supplies 523.22 Postage 151.00 Total Office Expense 1,563.66 Ohio EPA Reporting 4,676.30 Permits 1,930.00 Propane 1,624.85 Property Taxes 6,299.22 Public Records Request Expense 355.44 Repairs and Maintenance 9,454.31 Sales Tax 32.08 Sales Tax Discount -32.08 Sales Tax Other 4,416.10 Total Sales Tax 4,384.02 Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Snow Removal 744.00 Supplies 112.22 Travel Expenses 11.11 Utilities 16.37.35 Water 2,686.60 Total Utilities 1,049.77 Website Expense 40.00 Total Expense 40.00 Total Expense 4,477.32 Net Ordinary Income -1,477.32 Hurron County Airport Authority <th>Maintenance</th> <th>3,967.83</th>	Maintenance	3,967.83
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Postage 151.00	Office Expense	
Postage	Computer Expense	889.44
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Ohio EPA Reporting 4,676.30 Permits 1,930.00 Propane 1,624.85 Property Taxes 6,299.22 Public Records Request Expense 355.44 Repairs and Maintenance 9,454.31 Sales Tax 32.08 Sales Tax Discount -32.08 Sales Tax - Other 4,416.10 Total Sales Tax 4,384.02 Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Snow Removal 744.00 Supplies 112.22 Travel Expenses 11.11 Utilities 16,37.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 40.00 Total Expense 344,327.79 Net Ordinary Income -1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense 10.00 Income 10.00 <th>Postage</th> <th>151.00</th>	Postage	151.00
Permits 1,930.00 Propane 1,624.85 Property Taxes 6,299.22 Public Records Request Expense 355.44 Repairs and Maintenance 9,454.31 Sales Tax 32.08 Sales Tax Discount -32.08 Sales Tax - Other 4,416.10 Total Sales Tax 4,384.02 Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Snow Removal 744.00 Supplies 11.22 Travel Expenses 11.11 Utilities 1 Electric 7,724.82 Telephone Expense 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 40.00 Total Expense 344,327.79 Net Ordinary Income -1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense 1	Total Office Expense	1,563.66
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Repairs and Maintenance 9,454.31 Sales Tax -32.08 Sales Tax Discount -32.08 Sales Tax - Other 4,416.10 Total Sales Tax 4,384.02 Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Snow Removal 744.00 Supplies 112.22 Travel Expenses 11.11 Utilities 1 Electric 7,724.82 Telephone Expense 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 40.00 Total Expense 344,327.79 Net Ordinary Income -1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense Income Income 13,200.00 Fuel Sales 59,404.91	Property Taxes	6,299.22
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Sales Tax - Other 4,416.10 Total Sales Tax 4,384.02 Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Snow Removal 744.00 Supplies 112.22 Travel Expenses 11.11 Utilities 5 Electric 7,724.82 Telephone Expense 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 40.00 Total Expense 344,327.79 Net Ordinary Income -1,477.32 Net Ordinary Income -1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 Jan - Nov 20 Cash Basis Jan - Nov 20 Ordinary Income/Expense Income Income 13,200.00 Fuel Sales 59,404.91	Sales Tax	
Total Sales Tax	Sales Tax Discount	-32.08
Secretary / Treasurer 2,667.50 Service Agreements 2,452.00 Snow Removal 744.00 Supplies 112.22 Travel Expenses 11.11 Utilities 1.637.35 Electric 7,724.82 Telephone Expense 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 40.00 Total Expense 344,327.79 Net Ordinary Income -1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense Income 13,200.00 Fuel Sales 59,404.91	Sales Tax - Other	4,416.10
Service Agreements 2,452.00 Snow Removal 744.00 Supplies 112.22 Travel Expenses 11.11 Utilities 7,724.82 Telephone Expense 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 40.00 Total Expense 344,327.79 Net Ordinary Income -1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense Income Income Commercial Office Rent Income 13,200.00 Fuel Sales 59,404.91	Total Sales Tax	4,384.02
Snow Removal 744.00 Supplies 112.22 Travel Expenses 11.11 Utilities 7,724.82 Electric 7,724.82 Telephone Expense 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 40.00 Total Expense 344,327.79 Net Ordinary Income -1,477.32 Net Income -1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense Income Commercial Office Rent 13,200.00 Fuel Sales 59,404.91	Secretary / Treasurer	2,667.50
Supplies	Service Agreements	2,452.00
Travel Expenses	Snow Removal	744.00
Utilities	Supplies	112.22
Electric	•	11.11
Telephone Expense 1,637.35 Water 2,686.60 Total Utilities 12,048.77 Website Expense 40.00 Total Expense 344,327.79 Net Ordinary Income -1,477.32 Net Income -1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense Income Commercial Office Rent 13,200.00 Fuel Sales 59,404.91		
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Total Utilities	Telephone Expense	1,637.35
Website Expense40.00Total Expense344,327.79Net Ordinary Income-1,477.32Net Income-1,477.32Huron County Airport Authority10:12 AMAirport Profit & Loss YTD12/12/2020January through November 2020Cash BasisJan - Nov 20Ordinary Income/ExpenseIncome13,200.00Fuel Sales59,404.91	Water	2,686.60
Total Expense 344,327.79 Net Ordinary Income -1,477.32 Net Income -1,477.32 Huron County Airport Authority 10:12 AM Airport Profit & Loss YTD 12/12/2020 January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense Income Commercial Office Rent 13,200.00 Fuel Sales 59,404.91	Total Utilities	12,048.77
Net Ordinary Income Net Income Huron County Airport Authority Airport Profit & Loss YTD January through November 2020 Ordinary Income/Expense Income Commercial Office Rent Fuel Sales -1,477.32 10:12 AM 12/12/2020 Cash Basis Jan - Nov 20 13,200.00 59,404.91	Website Expense	40.00
Huron County Airport Authority Airport Profit & Loss YTD January through November 2020 Ordinary Income/Expense Income Commercial Office Rent Fuel Sales -1,477.32 10:12 AM 12/12/2020 Cash Basis Jan - Nov 20 13,200.00 59,404.91	Total Expense	344,327.79
Huron County Airport Authority Airport Profit & Loss YTD January through November 2020 Ordinary Income/Expense Income Commercial Office Rent Fuel Sales -1,477.32 10:12 AM 12/12/2020 Cash Basis Jan - Nov 20 13,200.00 59,404.91		-1,477.32
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Airport Profit & Loss YTD January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense Income Commercial Office Rent Fuel Sales 12/12/2020 12/12/	Huron County Airport Authority	10-12 AM
January through November 2020 Cash Basis Jan - Nov 20 Ordinary Income/Expense Income Commercial Office Rent 13,200.00 Fuel Sales 59,404.91		
Ordinary Income/Expense Income Commercial Office Rent 13,200.00 Fuel Sales 59,404.91		
Ordinary Income/Expense Income Commercial Office Rent 13,200.00 Fuel Sales 59,404.91	January through November 2020	
Income Commercial Office Rent 13,200.00 Fuel Sales 59,404.91		Jan - Nov 20
Commercial Office Rent13,200.00Fuel Sales59,404.91		
Fuel Sales 59,404.91		
		·
Hangar Rent 54,900.93		
	Hangar Rent	54,900.93

Legal Reimbursement	1,975.00
Miscellaneous Income	27.00
Overnight Fees	70.00
Public Records Request Income	31.65
Utilities Reimbursement	2,255.10
Total Income	131,864.59
Expense	
Attorney Fees	1,975.00
Bank Service Charges	37.00
Cleaning / Sump	2,750.00
Credit Card Processing	1,250.80
Fuel Purchased	
100 AVGas	16,343.12
Diesel Fuel	406.33
Jet-A	10,518.55
Total Fuel Purchased	27,268.00
Insurance Expense	2,597.00
Interest Expense	0.14
Maintenance	3,967.83
Mowing	8,000.00
Office Expense	,
Computer Expense	889.44
Office Supplies	523.22
Postage	151.00
Total Office Expense	1,563.66
Ohio EPA Reporting	4,676.30
Permits	1,930.00
Propane	1,624.85
Property Taxes	6,299.22
Public Records Request Expense	355.44
Repairs and Maintenance	9,454.31
Sales Tax	-, -
Sales Tax Discount	-32.08
Sales Tax - Other	4,416.10
Total Sales Tax	4,384.02
Secretary / Treasurer	2,667.50
Service Agreements	2,452.00
Snow Removal	744.00
Supplies	112.22
Travel Expenses	11.11
Utilities	11.11
Electric	7,724.82
Telephone Expense	1,637.35
Water	
	2,686.60
Total Utilities	12,048.77
Website Expense	40.00
Total Expense	96,209.17
t Ordinary Income	35,655.42
	35,655.42

Net Income

Huron County Airport Authority	10:17 AM
Grants Profit & Loss YTD	12/12/2020
January through November 2020	Cash Basis
	Jan - Nov 20
Ordinary Income/Expense	
Income	
FAA Grant	197,012.00
ODOT Grant	13,973.88
Promissory Note	0.00
Total Income	210,985.88
Expense	
FAA Grant Expense	248,118.62
Total Expense	248,118.62
Net Ordinary Income Net	-37,132.74

Income

-37,132.74

Huron County Airport Authority Invoice Approval

Tuesday

Date:	12/12/2020		Meeting:	12/14/2020
Company	Date	Amount	Purchase	
Albrecht, Bill	12/1/2020	400.00	EPA Reporting - 2020 November	
Beck Aviation	12/1/2020	151.25	Maintenance - 2020 November	
Frontier Communications	12/1/2020	151.75	Service 11/28/2020 - 12/27/2020	EFT
Holtz, Mary	12/1/2020	250.00	November Cleaning / Sumping	
Holtz, Mary	12/1/2020	1,130.64	November Mowing	
John Deere	12/1/2020	46.70	Cleaning / Bathroom Supplies	
Kimball Midwest	11/20/2020	75.48	Grease	
Laser Images	11/11/2020	26.40	Public Records Request	
Marrett Snow Removal	12/3/2020	368.50	12/02/2020 Snow Removal	
Northern Ohio Rural Water	11/24/2020	193.52	Service 10/15/2020 - 11/16/2020	
Norwalk Ace	12/9/2020	239.99		
Ohio Business Gateway	12/12/2020	159.56	November 2020 Sales Tax	EFT
Ohio Edison	11/30/2020	492.74	2020 November Service	EFT
Silcox, Larry	10/24/2020	8.70	Mailing PRR	
Tandem Marketing	10/31/2020	318.06	Legal Notice for Consultation Firm	
Tuffman Rentals	12/10/2020	50.00	Pump to get water out of ductwork	
Vaughn, Linda	12/1/2020	137.20	Runway Light Bulbs	
Vaughn, Linda	12/1/2020	154.00	Wind Sock (2)	
Vaughn, Linda	12/1/2020	200.00	2020 November	
		4,554.49	•	