

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, July 13, 2015 – 5:00pm

Call Meeting to Order:

Roll Call: Harry Brady _____
John Evans _____
Melissa James _____

Guest:

Motion to Excuse:

Approval of Minutes from Regular Meeting: June 09, 2015

Operational and Financial Report:
Balance Sheet and Income Statement

June 2015 Fuel Sales: Gallons =438.85 / \$2,413.71

Approval of June 2015 Financials

Approval to Pay Invoices: \$11,792.80

Motion to Pay Invoices

Old Business:
Development of Web Site
Update on Grant Progress

New Business:
Fax Line
Jet Fuel Disposal

Date of August 2015 Meeting:
Monday, August 10, 2015 @ 2:00pm

Public Comments:

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, June 8, 2015

Attendance:

Board Members: Harry Brady, John Evans, Melissa James

Guests: Jeremy Fox, Katie Fox, Scott Brogan, Dan LeClair, Don Roth, Nick Burch, Dennis Sokol, Aaron Krause

1. Mr. Brady called the meeting to order at 5:06pm
2. Approval of Minutes from Regular Meeting: May 12, 2015
 - Mr. Evans made 1st motion to approve May meeting minutes; Ms. James made 2nd motion, Members voted and Motion Passed.
3. Operational and Financial Report:
 - Fuel sales for May- 487.67 gallons/ Sales \$2,682.16
 - Financials as of 5/31/15:
 - **Profit & Loss Report:**
 - Total Income YTD: \$23,518.75
 - Total Expenses YTD: \$29,810.98
 - Net Income YTD: -\$6,353.10
 - *Numbers reflect that money is being used to make needed updates and repairs to airport in addition to usual running expenses.*
 - **Accounts payable Report:** Invoices due total \$2603.66
 - **Balance of Account Report:** \$34,469.72
 - Post Office Box for Airport set up: P.O. Box 406, Norwalk, OH 44857
4. Approval of May 2015 Financials
 - Mr. Evans made 1st motion to approve May financials; Ms. James made 2nd motion, Members voted and Motion Passed.
5. Approval to Pay Invoices: \$2603.66
 - Mr. Evans made 1st motion to pay invoices; Ms. James made 2nd motion, Members voted and Motion Passed.
6. Old Business:

By-Law Updates:

 - Ms. James read changes to By-laws as of 6/1/15 regarding:
 - 3. Board of Trustees: section 3.2; section 3.4; section 3.7
 - Mr. Evans commented that he conducted research on the required number of members and no source shows that 5 members is a requirement. He agrees with the Rule of not less than 3 but no more than 5 members.
 - 5. Meetings: section 5.1; section 5.6
 - 9. Miscellaneous: section 9.2; section 9.3; section 9.4; section 9.5
 - Ms. James made 1st motion to approve revisions of By-laws; Mr. Evans made 2nd motion, Members voted and Motion Passed.
 - By-Laws on file and available to public.

7. New Business:

- Agreement for General Airport Engineering and Planning Services at Huron County Airport signed June 2, 2015
 - Mr. Brady stated they are on board and runway will be repaired.
- Ms. James brought to the attention of having a locked dumpster on site through Republic Waste Removal Services.
 - All members agreed and approved of the dumpster.
- Mr. Evans welcomed Jeremy Fox to the Airport effective 6/1/15.

- Mr. Brady commented that the Airport is currently working on some house cleaning items such as:
 - Keeping the grounds trimmed down; fix and/or replace runway lights; paint and fix up maintenance hanger; filling in holes/pits on the grounds; and hanging the wind sock on the runway.

8. Next Meeting: Monday, July 13, 2015 at 5pm

9. Public Comments:

- Mr. LeClair commented that the Friends will help with funding involving the grant.
- Mr. Roth asked when wind sock will be up along runway.
 - Mr. Brady replied that wind sock will be up soon. The wind sock is currently being purchased and will be installed as soon as it is available.
- Mr. Brogan mentioned that recently a pilot had trouble purchasing fuel due to the credit card machine reader error.
 - Mr. Brady replied that there had been no other complaints but it will be looked into.
- Mr. LeClair asked when fuel prices can be lowered and mentioned that locally prices are at \$4.99/gal
 - Mr. Evans replied that currently the Airport is making about \$0.06/gal.
 - Mr. Brady commented that fuel level is getting low enough that the Airport will be able to purchase more fuel at a lower rate allowing the prices to decrease.
- Mr. LeClair commented that a local crop duster fills up approximately 1,000gal/season
 - Mr. Brady replied that the Airport would work with someone that buys a large quantity of fuel.
- Mr. Burch stated that there is a gash on the hanger door that needs repaired.
 - Mr. Brady replied that it will be fixed.
- Mr. Burch commented that at wintertime the hanger doors are hard to open
 - Mr. Brady replied that he is aware of this issue and is working on a permanent solution involving the drainage repair that needs done.
- Mr. Brady asked for feedback about the change of meeting time to 5pm on the 2nd Monday of every month.
 - Guests commented that it works better and is appreciated.

10. Adjournment:

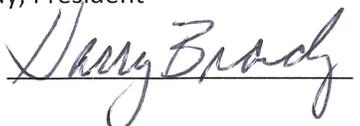
- Mr. Evans made 1st motion to adjourn; Ms. James made 2nd motion, Members voted and Motion Passed.
- Mr. Brady adjourned meeting at 5: 56pm.

Respectfully Submitted,

Katie Fox

Board Approval,

Harry Brady, President

Approved: 

Huron County Airport Authority 10:44 AM
Balance Sheet 07/07/2015
As of June 30, 2015 Cash Basis

Jun 30, 15

ASSETS

Current Assets

Checking/Savings

Civista 825 37,588.60

Total Checking/Savings 37,588.60

Total Current Assets 37,588.60

TOTAL ASSETS 37,588.60

LIABILITIES & EQUITY

Equity

Opening Balance Equity 40,822.82

Net Income -3,234.22

Total Equity 37,588.60

TOTAL LIABILITIES & EQUITY 37,588.60

Huron County Airport Authority
Profit & Loss
January through June 2015

10:47 AM
 07/07/2015
 Cash Basis
 TOTAL

Ordinary Income/Expense	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	TOTAL
Income							
Fuel Sales	668.75	409.70	1,276.36	1,548.61	2,673.33	2,413.71	8,990.46
Hangar Rent	2,932.50	1,932.50	2,820.00	5,332.00	3,925.00	2,645.00	19,587.00
Total Income	3,601.25	2,342.20	4,096.36	6,880.61	6,598.33	5,058.71	28,577.46
Expense							
Bank Service Charges	8.00	8.00	-4.00	0.00	0.00	0.00	12.00
Consultant Fee	0.00	0.00	0.00	1,619.01	0.00	0.00	1,619.01
Credit Card Processing	36.76	13.91	31.65	52.02	66.39	64.99	265.72
Insurance Expense	362.36	362.36	1,086.67	-362.36	0.00	0.00	1,449.03
Legal Notices / Advertising	0.00	9.30	0.00	202.03	43.90	0.00	255.23
Maintenance	0.00	0.00	199.75	403.75	1,300.50	0.00	1,904.00
Management Fee	1,093.01	1,889.98	0.00	0.00	0.00	0.00	2,982.99
Mowing	0.00	0.00	0.00	0.00	187.00	0.00	187.00
Office Expense							
Computer Expense	0.00	0.00	214.50	0.00	0.00	42.90	257.40
Office Supplies	0.00	0.00	91.19	80.82	171.38	0.00	343.39
Postage	0.00	46.02	49.00	0.00	48.00	49.00	192.02
Total Office Expense	0.00	46.02	354.69	80.82	219.38	91.90	792.81
Permits	0.00	0.00	0.00	0.00	1,350.00	0.00	1,350.00
Propane	874.59	0.00	696.46	570.59	0.00	0.00	2,141.64
Property Taxes	0.00	2,271.27	0.00	0.00	0.00	0.00	2,271.27
Repairs and Maintenance	0.00	0.00	125.00	1,040.45	5,476.00	383.73	7,025.18
Sales Tax							
Sales Tax Discount	-0.91	0.00	-0.18	-0.69	-0.84	-1.46	-4.08
Sales Tax - Other	120.95	0.00	73.70	101.42	112.27	194.46	602.80
Total Sales Tax	120.04	0.00	73.52	100.73	111.43	193.00	598.72
Service Agreements	0.00	0.00	0.00	0.00	595.00	0.00	595.00
Snow Removal	0.00	692.50	1,137.50	382.50	0.00	0.00	2,212.50

**Huron County Airport Authority
Profit & Loss**

January through June 2015

10:47 AM

07/07/2015

Cash Basis

	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	TOTAL
Utilities							
Electric	713.30	662.03	864.21	707.44	817.58	606.46	4,371.02
Internet Service	79.90	39.95	0.00	79.90	39.95	39.95	279.65
Telephone Expense	119.45	92.42	93.27	93.27	93.81	93.81	586.03
Water	78.34	76.92	76.92	76.92	76.92	76.92	462.94
Total Utilities	990.99	871.32	1,034.40	957.53	1,028.26	817.14	5,699.64
Total Expense	3,485.75	6,164.66	4,735.64	5,047.07	10,377.86	1,550.76	31,361.74
Net Ordinary Income	115.50	-3,822.46	-639.28	1,833.54	-3,779.53	3,507.95	-2,784.28
Other Income/Expense							
Other Expense							
Fuel Purchased							
Diesel	0.00	0.00	0.00	0.00	0.00	376.46	376.46
Unleaded	0.00	0.00	0.00	0.00	60.87	12.61	73.48
Total Fuel Purchased	0.00	0.00	0.00	0.00	60.87	389.07	449.94
Total Other Expense	0.00	0.00	0.00	0.00	60.87	389.07	449.94
Net Other Income	0.00	0.00	0.00	0.00	-60.87	-389.07	-449.94
Net Income	115.50	-3,822.46	-639.28	1,833.54	-3,840.40	3,118.88	-3,234.22
Ending Bank Balance	41,488.88	37,438.17	37,776.58	38,863.13	34,469.72	37,588.60	

Huron County Airport Authority

Date: 07/08/2015

Invoice Approval

for

07/13/2015

Business Name	Invoice Date	Amount	Purchase	Check #
Ashland County Airport	7/9/2015	250.00	Runway X's	3073
Flickinger Insurance Agency	7/11/2015	4,076.00	Aircraft Liability Insurance 07/11/2015 - 07/11/2016	3066
Great Lakes Electric	7/9/2015	1,486.00	Repair Windsock power / Replace 3 Runway lights	3072
Jeremy Fox	6/30/2015	1,300.00	June 01 - 26, 2015	3067
Jeremy Fox	6/17/2015	27.80	Unleaded	3067
Frontier Communications	6/28/2015	93.81	06/28/2015 - 07/27/2015	3068
Huron County Chamber	6/30/2015	217.48	Copies	3069
Huron County Treasurer	6/30/2015	2,350.62	2nd Half 2014	3065
Northern Ohio Rural Water	6/24/2015	76.92	05/11/2015 - 06/10/2015	EFT
Norwalk Ace Hardware	6/10/2015	222.97	Tools	EFT
Ohio Edison	6/1/2015	388.56	110 065 895 341	EFT
Ohio Edison	6/30/2015	579.41		EFT
Shiple's Office	6/9/2015	22.47	Board Book	EFT
State of Ohio	7/1/2015	173.68	Sales Tax for June 2015	EFT
Tandem Marketing	7/2/2015	377.58	Bid Notice for Crack Seal	3071
Treasurer State of Ohio	7/1/2015	100.00	NPDES Permit Renewal	3070
U.S. Postmaster	6/15/2015	49.00	Postage Stamps	3064
<u>11,792.30</u>				

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, August 10, 2015 – 5:00pm

Call Meeting to Order:

Roll Call: Harry Brady _____
Melissa James _____
Randy Birchfield _____

Guest:

Motion to Excuse:

Approval of Minutes from Regular Meeting: July 13, 2015

Operational and Financial Report:
Balance Sheet and Income Statement

July 2015 Fuel Sales: \$14,289.73 Gallons = 2,628.28

Approval of July 2015 Financials

Approval to Pay Invoices: \$7,689.78

Motion to Pay Invoices

Old Business:
Web Site is live Airport.HuronCounty-OH.gov
Fee Schedule
Review of Applications for Mowing / Secretary-Treasurer

New Business:
Signage at Route 20
Election of Vice President

Date of September 2015 Meeting:
Monday, September 14, 2015 @ 5:00pm

Public Comments:

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, July 13, 2015

1. Harry Brady called the meeting to order at 5:00 pm

2. **Roll Call**

Members Present: Harry Brady John Evans Melissa James

Guest Present: Bill Bader, Jr. Scott Seitz Aaron Swank
Don Roth Dan LeClair Lucy Hokes

3. **Approval of Minutes:**

Melissa James made a motion to approve June 09, 2015 regular meeting minutes. John Evans seconded. Motion Passed.

4. **Operational and Financial Report:**

Fuel sales for June – 438.85 gallons / Sales \$2,413.71

Income for June \$5,058.71

Expenses for June \$1,939.83

Net Income for June \$3,118.88

Ending Bank Balance for June \$37,588.60

Reported the accounts payable due total \$11,792.80

Melissa James made a motion to approve accounts payable. John Evans seconded. Motion Passed.

5. **Old Business:**

Website is being worked on should be working by next meeting. Harry will have an airport email Harry@HuronCountyAirport.co

Grant Process – bids were open on Friday, July 10th with American Pavement Solutions with the winning bid of \$284,520.00 which includes crack sealing and pavement marking including taxiway, apron and ramp. Michael Baker does not recommend have pavement seal coated.

Commissioners will be signing the grant on Thursday, July 16th.

Grant award should be in August with work beginning in September. Airport will be closed for 10 days as sealing needs to cure and no rain.

6. **New Business:**

Fax Line – If strictly a fax line board approves removal. Have the check and be sure that it is not used for the fuel system.

North Coast Wireless Communications has a new tower and rates may be lower.

Jet Fuel Disposal – Epic recommended disposal as fuel is 15 months old. Offered to Summit but they did not want. If it was rehabbed would have purchased 25 to 30% up to 800 gallons of fuel. John Evans was at the airport when Epic recommends that it should be disposed of because of liability issues.

Summit Motorsports presented a \$6,000.00 check for the airport closure for the World Nationals.

Have had two maintenance persons. Harry Brady took 20 hours to mow with brush hog and did most of the ditches done. Jeremy stated he did not have time to mow and do maintenance.

Summit has provided a quote to mow grass as necessary. Summit cut the grass before World Nationals. Approximately 66 acres to take about 12 hours and 2 hours to weed eat.

Recommend that bids be taken for mowing. John Evans recommends having Summit mow for the next month, so that bids can be received and reviewed at next board meeting. Grass needs to be mowed in order to keep the wildlife down.

County building and grounds does not have time to mow the airport. Melissa James spoke with Joe Kovach, Engineer and he also stated they did not have time to do the airport.

John Evans moved the have Summit mow for the next month. Melissa James seconded. Motion passed.

7. **Public Comments:**

Lucy Hokes asked about the Public Records request. Harry Brady stated that closure requests were filed with FAA in January, 2015 in case it was needed. Received FAA Approval on June 29, 2015. As there would be not be a meeting or time to provide records request, the board chose to publish the records request and FAA response before the closures.

Don Roth asked if county prosecutor Daivia Kasper was appraised of the by-law changes. Harry Brady stated that the by-laws were approved by the Airport Authority board at the last meeting.

Board members will be between 3 and 5 and the Huron County Commissioners appoint board members. Resumes are recommended to the Commissioners.

John Evans stated that he did send his letter of resignation to the county commissioners.

Hanger temporary storage – pilots need to call ahead of time. Locks were changed due items missing and buildings being left open. Should try to accommodate overnight pilots.

New web site should have “Request for overnight stay call.....”

Set-up fee schedule for tie downs / over night rental.

Take donation for grant – No – board will make the matching portion.

Small amounts of fuel being bought. No trespassing signs at entrance to airport and on the fence. Non-pilots will be considered trespassing.

Safety issue during Nationals with pilots walking down the runway.

8. **Adjourned:**

John Evans moved to adjourn. Melissa James seconded. Motion Passed.

Harry Brady adjourned the meeting 6:14 pm.

Respectfully Submitted,

Linda Vaughn

Board Approval,

Harry Brady
President

Approved: Harry Brady

Huron County Airport Authority
Balance Sheet
As of July 31, 2015

9:54 AM
08/05/2015
Cash Basis

Jul 31, 15

ASSETS

Current Assets

Checking/Savings

Civista 23825

50,101.21

Total Checking/Savings

50,101.21

Accounts Receivable

Accounts Receivable

-900.00

Total Accounts Receivable

-900.00

Total Current Assets

49,201.21

TOTAL ASSETS

49,201.21

LIABILITIES & EQUITY

Equity

Opening Balance Equity

40,822.82

Net Income

8,378.39

Total Equity

49,201.21

TOTAL LIABILITIES & EQUITY

49,201.21

Huron County Airport Authority
Profit & Loss / Month & YTD
July 2015

12:40 PM
08/05/2015
Cash Basis

	<u>Jul 15</u>	<u>Jan - Jul 15</u>
Ordinary Income/Expense		
Income		
Airport Closure	6,000.00	6,000.00
Fuel Sales	14,289.73	23,280.19
Hangar Rent	2,994.50	22,581.50
Total Income	23,284.23	51,861.69
Expense		
Bank Service Charges	0.00	12.00
Consultant Fee	0.00	1,619.01
Credit Card Processing	316.88	582.60
Insurance Expense	4,076.00	5,525.03
Legal Notices / Advertising	377.58	632.81
Maintanance	0.00	1,904.00
Management Fee	1,300.00	4,282.99
Mowing	0.00	187.00
Office Expense		
Computer Expense	0.00	257.40
Office Supplies	239.95	583.34
Postage	0.00	192.02
Total Office Expense	239.95	1,032.76
Permits	100.00	1,450.00
Propane	0.00	2,141.64
Property Taxes	2,350.62	4,621.89
Repairs and Maintenance	1,486.00	8,145.95
Sales Tax		
Sales Tax Discount	-1.31	-5.39
Sales Tax - Other	174.99	777.79
Total Sales Tax	173.68	772.40

Huron County Airport Authority
Profit & Loss / Month & YTD
July 2015

12:40 PM
08/05/2015
Cash Basis

	<u>Jul 15</u>	<u>Jan - Jul 15</u>
Service Agreements	0.00	595.00
Snow Removal	0.00	2,212.50
Supplies	472.97	838.20
Utilities		
Electric	579.41	4,950.43
Internet Service	0.00	279.65
Telephone Expense	93.81	679.84
Water	76.92	539.86
Total Utilities	<u>750.14</u>	<u>6,449.78</u>
Total Expense	<u>11,643.82</u>	<u>85,226.56</u>
Net Ordinary Income	11,640.41	-33,364.87
Other Income/Expense		
Other Expense		
Fuel Purchased		
Diesel	0.00	376.46
Unleaded	27.80	101.28
Total Fuel Purchased	<u>27.80</u>	<u>477.74</u>
Total Other Expense	<u>27.80</u>	<u>477.74</u>
Net Other Income	<u>-27.80</u>	<u>-477.74</u>
Net Income	<u><u>11,612.61</u></u>	<u><u>-33,842.61</u></u>

Huron County Airport Authority

Date: 08/10/2015 Invoice Approval for 08/10/2015

Business Name	Invoice Date	Amount	Purchase	Check #
Melissa James	7/23/2015	93.96	Windsock Purchased / Windsock Returned / Grant Mailed	3076
EPIC Aviation	7/19/2015	3,950.76	07/19/2015 Fuel Purchased 978 Gallons	3074
Frontier Communications	8/21/2015	93.63		EFT
Huron County Chamber	8/5/2015	38.22	Copies	3075
Manairco, Inc.	6/16/2015	267.00	Lights Red/White (3)	3077
Microcharged	7/18/2015	389.40	Web Site Hosting 1 Year	3078
North Coast Wireless	8/1/2015	39.95	August 2015	EFT
Northern Ohio Rural Water	8/1/2015	79.25	06/10/2015 - 07/10/2015	EFT
Norwalk Ace Hardware	7/21/2015	43.47	Weed Killer	EFT
Ohio Edison	8/20/2015	754.61		EFT
QTPod	7/24/2015	7.67	Menu Card for Credit Card Maching	3079
State of Ohio	8/3/2015	1,028.24	Sales Tax for July 2015	EFT
Tandem Media Network	7/31/2015	903.62	Public Record Request / Help Wanted	3080
		<u>7,689.78</u>		

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, September 14, 2015 – 5:00pm

Call Meeting to Order:

Roll Call: Harry Brady _____
Melissa James _____
Randy Birchfield _____

Guest:

Motion to Excuse:

Approval of Minutes from Regular Meeting: August 10, 2015

Approval of Minutes from Special Meeting: August 20, 2015

Operational and Financial Report:

Balance Sheet and Income Statement

August 2015 Fuel Sales: \$ 3,486.19 Gallons = 664.03

Approval of August 2015 Financials

Approval to Pay Invoices: \$4,682.12

Old Business:

Grant Update

Suggestion & Tie Down Boxes

New Maintenance person

New Business:

20 /1 Study

Date of October 2015 Meeting:

Monday, October 12, 2015 @ 5:00pm

Public Comments:

Adjournment:

Huron County Airport Authority
Special Meeting Minutes, August 20, 2015

1. Harry Brady called the meeting to order at 6:00 pm

2. **Roll Call**

Members Present: Harry Brady Melissa James Randy Birchfield

Guest Present: Dan LeClair Todd Athey Aaron Krause
Dennis Sokol Zack Sexton Jen Sexton

3. **Maintenance / Lawn Care:** Harry Brady stated the Board approved the hiring of Zack Sexton for lawn care and snow plowing at a rate of \$1,300 per month. Melissa James stated that an Agreement for 60 days at which time it will be reviewed and could be extended for one year. Board will pay for fuel and payments will be made at the end of the month. August, 2015 will be pro-rated.

4. **Executive Session:**

Melissa James moved to start Executive session with no additional business after. Randy Birchfield seconded. Motion Passed.

Respectfully Submitted,

Linda Vaughn

Board Approval,

Harry Brady
President

Approved: 

Huron County Airport Authority
Regular Meeting Minutes, August 10, 2015

1. Harry Brady called the meeting to order at 5:02 pm

2. **Roll Call**

Members Present: Harry Brady Melissa James Randy Birchfield

Guest Present: Daivia Kasper Marcus Binette
 Scott Seitz Don Roth Lucy Hokes
 Joe Hintz Ryan McDonnell Todd Twitchell
 Zack Sexton Denis Sokol Dan LeClair
 Don Sieg

3. **Welcome:** Harry Brady welcomed Randy Birchfield to the Airport Authority Board

4. **Approval of Minutes:**

Melissa James made a motion to approve the July 13, 2015 regular meeting minutes. Randy Birchfield seconded. Motion Passed.

5. **Operational and Financial Report:**

Note: Will be included on website

Fuel sales for July – 2,628.28 gallons / Sales \$14,289.73

Income for July \$23,284.23

Expenses for July \$11,671.62

Net Income for July \$11,612.61

Net Loss YTD \$33,842.61

Ending Bank Balance for July \$50,101.21

Melissa James made a motion to approve July 2015 Financials. Randy Birchfield seconded. Motion Passed.

Reported the accounts payable due total \$7,689.78

Melissa James made a motion to approve accounts payable. Randy Birchfield seconded. Motion Passed.

6. **Old Business:**

Website is live Airport.HuronCounty-OH.gov. Agenda, Minutes and Financials will be posted on the website.

Fee Schedule was discussed for landing fee; tie down fee, discounts with fuel purchases. Not very many fees are published from other airports. Need policy for tie down fee schedule?

Melissa James moved to approve policy:

\$10.00 for overnight tie down

\$20.00 for overnight hanger use (please call ahead)

1st night will be waived with the purchase of fuel

\$25.00 for overnight tie down for Jets

\$50.00 for overnight hanger use (please call ahead)

Honor System with Lock Box installed

Randy Birchfield seconded. Motion Passed. Will be published on website.

Applications received 4 for positions. Will wait till end of meeting for Executive session.

7. **New Business:**

Signage at Route 20: Sign design was passed around for everyone to see. Requested that elevation be included. Look at raising the sign above the corn. Will also look at including signs for businesses located at the airport.

Grant: Going to up our match in order to fix all items. Michael Baker did recommend the sea coating. Balance of grant rolled over to 2016.

Vice President: With the resignation of John Evans a VP needs to be elected. Randy Birchfield nominated Melissa James. Harry Brady seconded. Both Randy Birchfield and Harry Brady approved. Nomination Passed.

Next meeting will be September 14, 2015 at 5:00pm

Randy Birchfield stated that he is working on special IBar lighting system. A state of the art lighting system. Lowest 3,000' BFR approach, but can request a change in BFR. Dan LeClair stated a study would have to be done with the obstructions with night visual. Vasie lights with a private person willing to give ½ of the grant monies needed. A 5% match would be needed for an ODOT grant for lighting.

Melissa James stated that leases will be reviewed. Also, mentioned that the Secretary of State has on-line check book. Discussion was that financial will be on our website, so don't see the need for it.

8. **Public Comments:**

Sign: Change planes to classic and jet. Businesses would pay for their own signs. Sign is already lighted.

Melissa James motioned to get sign. Randy Birchfield seconded. Motion Passed.

Will have the blue hanger painted. All volunteers appreciated.

Don Sieg asked if July 4th closure of airport could be later. Harry Brady stated that the access road should be in by July, 2016. Did have a plane take off at 8:30 pm during July 4th.

Dan LeClair stated that if Roundup was purchased he would mow the weeds and spray them. Already have the Roundup and sprayer. Let the board know when and they will have it ready.

Dennis Sokol asked about the deer hunters. Harry Brady said every time they have been out the deer has not.

Don Roth asked how much money was received for disposal of JetA and why no testing was done. Epic at first said it could be refreshed, but would need an additional 25% to do. Upon further consideration Epic recommended that because it had been so long that it should be disposed of.

Harry Brady stated that the disposal company did not charge the Airport for the removal. They were a licensed hauler and took the responsibility if a spill would have happened.

Randy Birchfield is looking into an Alternative Fuel that could be up to \$2.00 a gallon less to purchase.

Lucy Hokes stated that no fuel was sold because the price was too high. Don Roth again asked why no testing. Harry Brady stated that the board followed the recommendations of the experts.

Motion to Dispose of County Property was made by Randy Birchfield. Melissa James seconded. Motion Passed.

Dan LeClair asked why no Sheriff report was filed about the missing lights for the runway. Harry Brady stated that they cannot accuse anyone. The Board does not have a clue as to how many people had a key to the hanger. Daivia Kasper stated that an insurance claim could be filed. Board paid \$267.00 for the replacements, not enough to cover the deductible.

Lucy Hokes asked when the Board would be back up to five. Harry Brady stated that multiple resumes were given to the Huron County Commissioners.

Lucy Hokes asked why the Board will not accept the \$14,000.00 donation for the runway. Don Roth stated it is because of the questions asked. Melissa James stated that it would be great if the Board could accept the donation, but with the adversary relationship between the Board and the Friends and the public display of going back and forth the Board does not want to be tied financially to the Friends. The Board is tired of being beaten over every decision.

Don Roth again stated it is because of the questions they ask. Randy Birchfield stated the war is over. Stop going back.

NOTOM is on file for Jet-A as Harry Brady filed it himself.

9. **Executive Session:**

Melissa James moved to start Executive session with no additional business after. Randy Birchfield seconded. Motion Passed.

Respectfully Submitted,

Linda Vaughn

Board Approval,

Harry Brady
President

Approved: Harry Brady

Huron County Airport Authority
Balance Sheet
As of August 31, 2015

9:56 AM
09/01/2015
Cash Basis
Aug 31, 15

ASSETS

Current Assets

Checking/Savings

Civista 23825 46,988.13

Total Checking/Savings 46,988.13

Accounts Receivable

Accounts Receivable -450.00

Total Accounts Receivable -450.00

Total Current Assets 46,538.13

TOTAL ASSETS 46,538.13

LIABILITIES & EQUITY

Equity

Opening Balance Equity 40,822.82

Net Income 5,715.31

Total Equity 46,538.13

TOTAL LIABILITIES & EQUITY 46,538.13

Huron County Airport Authority
Profit & Loss / Month & YTD
August 2015

9:59 AM
09/01/2015
Cash Basis

	<u>Aug 15</u>	<u>Jan - Aug 15</u>
Ordinary Income/Expense		
Income		
Airport Closure	0.00	6,000.00
Fuel Sales	3,486.19	26,766.38
Hangar Rent	<u>3,382.00</u>	<u>25,963.50</u>
Total Income	6,868.19	58,729.88
Expense		
Bank Service Charges	0.00	12.00
Consultant Fee	0.00	1,619.01
Credit Card Processing	82.68	665.28
Insurance Expense	0.00	5,525.03
Legal Notices / Advertising	903.62	1,536.43
Maintanance	0.00	1,904.00

Management Fee	0.00	4,282.99
Mowing	1,338.00	1,525.00
Office Expense		
Computer Expense	0.00	257.40
Office Supplies	38.22	621.56
Postage	23.90	215.92
Total Office Expense	62.12	1,094.88
Permits	0.00	1,450.00
Propane	0.00	2,141.64
Property Taxes	0.00	4,621.89
Repairs and Maintenance	267.00	8,412.95
Sales Tax		
Sales Tax Discount	-9.67	-15.06
Sales Tax - Other	1,288.76	2,066.55
Total Sales Tax	1,279.09	2,051.49
Service Agreements	0.00	595.00
Snow Removal	0.00	2,212.50
Supplies	446.20	1,284.40
Utilities		
Electric	599.57	5,550.00
Internet Service	39.95	319.60
Telephone Expense	93.63	773.47
Water	79.25	619.11
Total Utilities	812.40	7,262.18
Website Expense	389.40	389.40
Total Expense	5,580.51	48,586.07
Net Ordinary Income	1,287.68	10,143.81
Other Income/Expense		
Other Expense		
Fuel Purchased		
100LL Avgas	3,950.76	3,950.76
Diesel	0.00	376.46
Unleaded	0.00	101.28
Total Fuel Purchased	3,950.76	4,428.50
Total Other Expense	3,950.76	4,428.50
Net Other Income	-3,950.76	-4,428.50
Net Income	<u>-2,663.08</u>	<u>5,715.31</u>

Huron County Airport Authority

Date: 08/13/2015 Invoice Approval for 09/14/2015

Business Name	Invoice Date	Amount	Purchase	Check #
Betschman Security	9/3/2015	90.00	Service Call / 5 Keys	3085
Harry Brady	9/3/2015	11.75	Tire Repair	3091
Frontier Communications	8/28/2015	93.63	08/28/2015 - 09/27/2015	EFT
Huron County Chamber	8/31/2015	187.12	Suggestion Box \$33.25 / Lockbox \$109.99 / Copies \$43.88	3086
Huron County Engineer	9/2/2015	420.73	Equipment and Labor	3087
James, Melissa	9/8/2015	38.05	Gas for Mowing	3088
Northern Ohio Rural Water	8/31/2015	79.25	07/10/2015 - 08/11/2015	3089
Ohio Edison	8/28/2015	537.97		EFT
Portqage Quarry Rec Club	8/25/2015	325.00	6 Picnic Tables / 2 Double Sided Grills	3082
Zackery Sexton	9/4/2015	1,300.00	August 2015	3083/3084
Shipley's Office Supply	8/11/2015	9.77	8.5 x 11 Sign Holder for Fuel	3090
State of Ohio	9/1/2015	250.85	Sales Tax for August 2015	EFT
Summit Motorsports Park		1,338.00	Mowing July 2015	3081
		4,682.12		