

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, March 07, 2016 – 5:00pm

Call Meeting to Order:

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

Guest:

Motion to Excuse:

Approval of Minutes from Regular Meeting: February 08, 2016

Operational and Financial Report:

February 2016 Fuel Sales: \$597.78 Gallons = 113.09

Approval of February 2016 Financials

Cash in Bank: \$ 20,881.34

Net Income YTD: \$ 18,848.18

Total Expenses YTD: \$ 41,677.82

Net Income/ Loss YTD: ~~\$(22,829.64)~~

Approval to Pay Invoices: ~~\$ 14,589.46~~ 03/07/2016
\$15,192.53 03/08/2016

Old Business:

Commercial Crime Insurance

New Business:

Date of Next Meeting:

Monday, April 11, 2016 @ 5:00pm

Public Comments:

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, February 11, 2016

1. Harry Brady called the meeting to order at 5:05 pm

2. **Roll Call**

<u>Members Present:</u>	Harry Brady	Melissa James	Randy Birchfield
<u>Guest Present:</u>	Scott Seitz	Don Roth	Patty LeClair
	Dan LeClair	JW Kelly	Marcus & Mary Holtz
	Dennis A. Sokol	Mike Weisenberger	Barry L. Tester
	Fred Eldred	Paul Strack	

3. **Approval of Minutes:**

Melissa James made a motion to approve the January 11, 2016 regular meeting minutes. Randy Birchfield seconded. Motion Passed.

4. **Operational and Financial Report:**

January 2016 Fuel Sales: \$945.84 Gallons = 180.15

Correction to Agenda: Net Loss should be Net Income

Approval of November 2015 Financials

Cash in Bank:	\$ 41,924.42
Net Income YTD:	\$ 3,262.87
Total Expenses YTD:	\$ 5,036.07
Net Income YTD:	\$ (1,773.20)

Approval to Pay Invoices: \$ 12,299.17

Melissa James made a motion to approve January 2016 Financials. Randy Birchfield seconded. Motion Passed.

5. **Old Business:**

Criminal Crime Insurance – Need to sign application in order for underwriters to give quotes.

Fuel Prices – Take an average from Seneca, Port Clinton, Galion, Wakeman and Sandusky. Average fuel prices and set HCA. Harry Brady moved to approve. Randy Birchfield seconded. Motion Passed. Fuel will be set at \$4.48.

6. **New Business:**

Received farm rent for 2015 and tax bills for 2015. \$10,582.88 in rent \$6,235.46 in taxes.

Loan is being discussed by the Commissioners.

Commissioners signed 5 year agreement with Michael Baker International. Federal grant is 10% match, State is 5% have obstructions added to grant.

7. **Michael Baker International:** Paul Strecker discussed that crack seal will be done in the spring and seal coated. Discussed that cold patch and the seal the apron by the Commercial building. Should be a 2 year fix. Airport Plan is being updated.

8. **Board Comments:**

Randy Birchfield said the internet was down. Move makers from runway. House will be moved this week.

Marshall Goff is working with the EPA and completing reports.

Harry Brady asked that the March meeting be moved to the 1st Monday (March 07) as he will out of town.

9. **Public Comments:**

Summit Motorsports Park closures have already been submitted.

Why is Huron County Commissioners holding monies?

JW Kelly stated the fence is down and brush is in the corner. Down spout on back side of building needs fixing.

2016 Ohio Aviation Association Annual Conference April 19 – 20, 2016.

Discussed purchase of Jet A fuel. Tanks need to be inspected and tested before purchase. Randy Birchfield move to have tanks inspected and tested before purchase. Harry Brady seconded. Motion Passed.

10. **Adjourned:**

Harry Brady moved to adjourn. Randy Birchfield seconded. Motion Passed.

Respectfully Submitted,

Linda Vaughn

Board Approval,

Harry Brady
President

Approved: _____

Huron County Airport Authority
Balance Sheet
As of February 29, 2016

1:57 PM
03/02/2016
Cash Basis
Feb 29, 16

ASSETS

Current Assets

Checking/Savings

Civista 23825 20,881.34

Total Checking/Savings 20,881.34

Accounts Receivable

Accounts Receivable -315.86

Total Accounts Receivable -315.86

Total Current Assets 20,565.48

TOTAL ASSETS **20,565.48**

LIABILITIES & EQUITY

Equity

Opening Balance Equity 40,822.82

Retained Earnings 2,572.30

Net Income -22,829.64

Total Equity 20,565.48

TOTAL LIABILITIES & EQUITY **20,565.48**

Huron County Airport Authority
Profit & Loss / Month & YTD
 January through February 2016

2:26 PM

03/02/2016

Cash Basis

	TOTAL YTD	
	Feb 16	Jan - Feb 16
Ordinary Income/Expense		
Income		
Farm Rent	10,582.88	10,582.88
Fuel Sales	597.78	1,543.65
Hangar Rent	2,654.50	4,971.50
Utilities Reimbursement	1,750.15	1,750.15
Total Income	15,585.31	18,848.18
Expense		
Consultant Fee	0.00	1,824.00
Credit Card Processing	15.95	37.55
FAA Grant Expense	16,411.00	16,411.00
Fuel Purchased		
100 AVGas	8,696.08	8,696.08
Unleaded	100.00	150.00
Total Fuel Purchased	8,796.08	8,846.08
Maintenance	125.00	125.00
Office Expense		
Office Supplies	16.14	124.87
Postage	0.00	15.93
Total Office Expense	16.14	140.80
Ohio EPA Reporting	800.00	800.00
Propane	401.75	401.75
Property Taxes	6,819.66	6,819.66
Sales Tax		
Sales Tax Discount	-0.51	-0.96
Sales Tax - Other	68.57	129.01
Total Sales Tax	68.06	128.05
Secretary / Treasurer	75.00	150.00
Snow Removal	1,300.00	2,600.00
Supplies	118.91	118.91
Utilities		
Electric	1,498.90	2,885.78
Telephone Expense	116.05	230.74
Water	79.25	158.50
Total Utilities	1,694.20	3,275.02
Total Expense	36,641.75	41,677.82
Net Ordinary Income	-21,056.44	-22,829.64
Net Income / Loss	-21,056.44	-22,829.64

Huron County Airport Authority

Date: 03/08/2016 Invoice Approval for 03/07/2016

Business Name	Invoice Date	Amount	Purchase	Check #
Beck, John	2/29/2016	125.00	Maintenance Retainer - February	3156
Brady, Harry	3/7/2016	50.98	Nails / Rafter Ties	3158
Epic Aviation	7/28/2015	8,696.08	1,971 Gallons	3155
Frontier	3/23/2016	116.05	02/28/2016 - 03/27/2016	EFT
Goff, Marshall	2/29/2016	800.00	EPA Testing - February	3157
Huron County Chamber	3/3/2016	19.93	Copies	3159
Huron County Treasurer		584.24	2015 Full Year	3151
Northern Ohio Rural Water		79.25	Water 01/11/2016 - 02/10/2016	3160
Norwalk Ace	2/8/2016	4.28	Gumout Start Fluid	3161
Ohio Business Gateway		43.01	Sales Tax February	EFT
Ohio Edison	2/29/2016	1,493.39	01/28/2016 - 02/25/2016	EFT
QTPod	2/29/2016	595.00	Yearly Service Plan	3162
Sexton, Zack	3/31/2016	1,300.00	Grounds March	3165
Sexton, Zack	2/25/2016	150.00	Gas	3152 / 3153 / 3164
Tusing Builder	2/25/2016	457.25	Repairs to Roof	3166
Vaughn, Linda	2/29/2016	75.00	Secretary / Treasurer - February	3167
		<u>14,589.46</u>		
Ferrell Gas	3/4/2016	400.32	225.7 Gallons Propane	3168
Aviation Fuel Handling	3/1/2016	202.75	Fuel Filters	3169
		<u>15,192.53</u>		