

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, October 10, 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: September 12, 2016

Operational and Financial Report September 30, 2016:

September 2016 Fuel Sales:

AVGas: \$ 6,516.83	Gallons: 1,498.11
Jet A: \$ 157.56	Gallons: 46.34

Approval of September 30, 2016 Financials

As of September 31, 2016

Cash in Bank:	\$ 30,549.93
Net Income YTD:	\$ 104,076.04
Total Expenses YTD:	\$ 118,418.13
Net Income/ Loss YTD:	\$ (14,342.09)

Approval to Pay Invoices: \$ \$5,222.03 (10/10/2016)

Old Business:

New Business:

Date of Next Meeting:

Monday, November 14, 2016 @ 5:00pm

Public Comments:

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, September 12, 2016

1. Harry Brady called the meeting to order

2. **Roll Call**

Members Present: Harry Brady Melissa James Randy Birchfield

3. **Motion to Excuse:**

4. **Approval of Minutes:**

Randy Birchfield made a motion to approve the August 09, 2016 regular meeting minutes. Melissa James seconded. Motion Passed.

5. **Operational and Financial Report:**

August 2016 Fuel Sales:

AVGas: \$ 4,593.74	Gallons: 1,037.22
Jet A: \$ 888.95	Gallons: 251.43

Approval of August 31, 2016 Financials

As of August 31, 2016

Cash in Bank:	\$ 25,368.09
Net Income YTD:	\$ 92,746.03
Total Expenses YTD:	\$ 111,632.46

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Approval to Pay Invoices: \$ 4,473.27 (09/11/2016)

Randy Birchfield made a motion to approve August 09, 2016 financials and that any pilot that purchases 10,000 gallons of fuel or more will receive a discount on hangar rent. Melissa James seconded. Motion Passed.

6. **Old Business:**

ODOT declined grant for apron, maintenance hangar contract. Harry Brady will fix wall, talk to Foghorn Design as to what hangar they want to use.

Changed all lights in the Commercial hangar with CFL's

Farm rent – consider direct deposit to the Airport

Maintenance hangar will be painted – Dan and Marcus will use sprayer (30gallons of paint), roof not included

Do not have enough bulbs for the Commercial hangar – go get them.

Tractor has old fuel and is contaminated

7. **New Business:**

8. **Board Comments:**

State Fire Marshall – sensor for tanks

Melissa James made a motion to pursue sensor. Randy Birchfield seconded. Motion Approved.

9. **Public Comments:**

Looking for volunteers to power wash building

Someone's brother-in-law does electric will call Randy to see if he will volunteer

10. **Adjourned:**

Melissa James moved to adjourn. Randy Birchfield seconded. Motion Passed.

Respectfully Submitted,

Melissa James

Board Approval,

Harry Brady
President

Approved: _____

Huron County Airport Authority Balance Sheet

As of September 30, 2016

11:23 AM

10/06/2016

Cash

Basis

Sep 30, 16

ASSETS

Current Assets

Checking/Savings

Civista 23825 30,549.93

Total Checking/Savings 30,549.93

Accounts Receivable

Accounts Receivable -1,297.50

Total Accounts Receivable -1,297.50

Total Current Assets 29,252.43

TOTAL ASSETS 29,252.43

LIABILITIES & EQUITY

Equity

Opening Balance Equity 40,822.82

Retained Earnings 2,771.70

Net Income -14,342.09

Total Equity 29,252.43

TOTAL LIABILITIES & EQUITY 29,252.43

Huron County Airport Authority
Profit & Loss YTD
 September 2016

11:27 AM
 10/06/2016
 Cash Basis

	Sep 16	Jan - Sep 16
Ordinary Income/Expense		
Income		
Airport Closure	10,000.00	10,000.00
Commercial Office Rent	0.00	4,000.00
FAA Grant	-8,888.88	-18,308.03
Farm Rent	0.00	33,730.38
Fuel Sales	6,674.39	35,069.29
Hangar Rent	3,474.50	27,084.25
Matching Funds 2016 Grant	0.00	8,000.00
Overnight Fees	70.00	100.00
Utilities Reimbursement	0.00	4,400.15
Total Income	11,330.01	104,076.04
Expense		
Bank Service Charges	0.00	0.00
Consultant Fee	2,605.00	4,429.00
Credit Card Processing	145.43	835.37
FAA Grant Expense	0.00	19,016.00
Fuel Purchased		
100 AVGas	0.00	27,968.47
Diesel Fuel	11.30	11.30
Jet-A	0.00	7,793.46
Unleaded	59.53	393.75
Total Fuel Purchased	70.83	36,166.98
Insurance Expense	0.00	2,165.00
Maintenance	133.86	2,633.16
Mowing	1,300.00	9,100.00
Office Expense		
Computer Expense	0.00	1,418.19
Office Supplies	55.70	380.25
Postage	47.00	178.78
Total Office Expense	102.70	1,977.22
Ohio EPA Reporting	800.00	6,540.00
Permits	0.00	1,350.00
Propane	0.00	1,969.89
Property Taxes	0.00	6,819.66
Repairs and Maintenance	9.58	3,689.25
Sales Tax		
Sales Tax Discount	-2.98	-17.64

Sales Tax - Other	397.50	2,119.07
Total Sales Tax	394.52	2,101.43
Secretary / Treasurer	75.00	675.00
Service Agreements	0.00	595.00
Snow Removal	0.00	2,600.00
Supplies	0.00	459.21
Utilities		
Electric	1,342.84	12,842.79
Telephone Expense	115.80	1,044.97
Water	149.02	1,091.80
Total Utilities	1,607.66	14,979.56
Website Expense	0.00	316.40
Total Expense	7,244.58	118,418.13
Net Ordinary Income	4,085.43	-14,342.09
Net Income	4,085.43	-14,342.09

Huron County Airport Authority

Date: 10/10/2016 Invoice
Approval for 10/10/2016

Business Name	Invoice Date	Amount	Purchase	Check #
Beck, John	9/30/2016	125.00	Maintenance Retainer - September	3266
Betschman Security	9/13/2016	6.10	Key	3267
Civista Bank	10/6/2016	33.00	Stop Payment Check #3249 Rural King	EFT
Frontier	9/28/2016	115.80	09/28/2016 - 10/27/2016	EFT
Goff, Marshall	9/30/2016	800.00	EPA Testing - September	3268
Huron County Chamber	10/5/2016	32.51	Copies	3269
James, Melissa	10/6/2016	29.40	Overnight Grant	3270
Moto Electric	8/23/2016	9.58	Capacitor 125V	3271
Northern Ohio Rural Water	9/12/2016	124.47	08/13/2016 - 09/12/2016	3272
Norwalk Ace	9/18/2016	70.47	Paper Towel/Toilet Paper/Trash Bags/ Screws	3273
Norwalk City	9/15/2016	90.00	Testing August	3274
Ohio Business Gateway	10/5/2016	480.26	Sales Tax - September	EFT
Ohio Edison	9/29/2016	1,260.59	08/28/2016 - 09/26/2016	EFT
QTPod	9/30/2016	400.00	Gold Level	3275
Rexel, Inc.	9/16/2016	95.30	Lights	3276
Sexton, Zack	9/30/2016	43.55	Gas	3277
Sexton, Zack	9/30/2016	1,300.00	Grounds - October	3278
U.S. Postmaster	10/3/2016	131.00	P.O. Box / Stamps	3279/3280
Vaughn, Linda	9/30/2016	75.00	Secretary / Treasurer - September	3281

5,222.03

John Deere Financial	10/6/2016	458.91	Replacement Check for Rural King Approved at 08/08/2016 Meeting	3265
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