

Huron County Airport Authority  
Tentative Agenda  
For Regular Meeting, Monday, January 14, 2019 – 5:00pm

Call Meeting to Order:

Roll Call:

Larry Silcox \_\_\_\_\_  
Harry Brady \_\_\_\_\_

Motion to Excuse:

Public Comments:

Guests:

Oath of Office

Approval of Minutes from Regular Meeting: December 10, 2018

Operational and Financial Report December 31, 2018:

December 2018 Fuel Sales:

AVGas: \$ 3,116.34	Gallons: 677.47
Jet A: \$ 1,509.24	Gallons: 431.21

Approval of December 31, 2018 Financials

As of December 31, 2018

Cash in Bank:	\$ 151,087.87
Net Income YTD:	\$ 589,267.54
Total Expenses YTD:	\$ 477,897.16
Net Income/ Loss YTD:	\$ 111,370.38

Airport Income/ Loss

Net Income YTD:	\$ 154,359.57
Total Expenses YTD:	\$ 127,962.34
Net Income/ Loss YTD:	\$ 26,397.23

Grant Income/ Loss

Net Income YTD:	\$ 434,907.97
Total Expenses YTD:	\$ 349,934.82
Net Income/ Loss YTD:	\$ 84,973.15

Approval to Pay Invoices: \$ 24,036.15

Old Business:

Consultant Report

New Business:  
Election of 2019 Officers  
Secretary / Treasurer

Date of Next Meeting:  
Monday, February 11, 2019 @ 5:00pm

December 10, 2018

Call to order:

Larry Silcox moved to excuse Harry Brady from meeting. Melissa James seconded. Motion Passes.

Public comment:

Radio has been purchased and will be installed. It will monitor the Emergency channel. Dennis Sokol will complete Warranty cards. Antenna is in good shape. May need to tint glass to protect the radio from direct sunlight. Thanks to the Friends for the purchase.

Minutes / Financials:

Larry Silcox moved to approve minutes. Melissa James seconded. Motion Passes.

Larry Silcox moved to approve financials. Melissa James seconded. Motion Passed.

Consultant Report:

ACIP on hold

Research drainage issue – is it a design flaw or maintenance issue. Reported that in 2007 it is design flow as the ground on the taxiway is lower than surrounding area.

AWOS grant submitted to FAA.

ODOT Grant was sent to Airport 11/20/2018. Need to find if sent to Commissioner's office.

Larry Silcox moved to approve payment to Erie Blacktop #1 for \$121,396.63. Melissa James seconded. Motion Passed.

Old Business:

Special meeting for snow plowing had only 1 bid from GT Landscaping.

New Business:

Dumpster for crap. No records will be thrown out.

Commercial hangar Birchfield and Beck have a lock on it. Need to figure out how many planes so that they pay the correct rent.

Hangars not excusable. Notice 30 days have a key or combination to open hangars. Air Force was upset when they could not gain access to hangars.

Board Report:

Harry Brady's term is over 12/31/2018. May stay on.

Replacement of Secretary / Treasurer effective 12/15/2018.

Donald Sieg passed away. His plane is in Wakeman but will come back to be sold.

Melissa James reported that this is her last meeting. Have taken grants to Commissioners which had not been done in the years before she started. Allen Neilson has cost the airport hours and money with his public records request. Has ruined several holidays with his repeated requests.

Secretary / Treasurer

Board President

# Huron County Airport Authority Balance Sheet

As of December 31, 2018

1:21 PM

01/14/2019  
Cash Basis

Dec 31, 18

## ASSETS

### Current Assets

#### Checking/Savings

Civista 23825 150,837.87

Prepaid Debit Card 200.00

Total Checking/Savings 151,037.87

#### Accounts Receivable

Accounts Receivable -6,065.25

Total Accounts Receivable -6,065.25

Total Current Assets 144,972.62

### Fixed Assets

Equipment 2,905.40

Total Fixed Assets 2,905.40

**TOTAL ASSETS 147,878.02**

## LIABILITIES & EQUITY

### Equity

Opening Balance Equity 40,822.82

Retained Earnings -4,315.18

Net Income 111,370.38

Total Equity 147,878.02

**TOTAL LIABILITIES & EQUITY 147,878.02**

**Huron County Airport Authority**  
**Total Profit & Loss YTD**  
 January through December 2018

1:25 PM  
 01/14/2019  
 Cash Basis  
 Jan - Dec  
 18

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Airport Closure	10,000.00
Commercial Office Rent	12,453.57
FAA Grant	420,222.00
Farm Rent	17,077.28
Finance Charge	75.00
Fuel Sales	75,227.29
Hangar Rent	38,174.34
ODOT Grant	14,685.97
Overnight Fees	90.00
Utilities Reimbursement	<u>1,262.09</u>
<b>Total Income</b>	<b>589,267.54</b>
<b>Expense</b>	
Apron B	148,035.84
Attorney Fees	1,156.65
Bank Service Charges	0.00
Cleaning / Sump	1,125.00
Consultant Fee	24,967.88
Credit Card Processing	1,784.80
FAA Grant Expense	176,931.10
Fuel Purchased	
100 AVGas	36,520.80
Diesel Fuel	666.04
Jet-A	<u>20,585.35</u>
<b>Total Fuel Purchased</b>	<b>57,772.19</b>
Insurance Expense	2,165.00
Legal Notices / Advertising	7.44
Maintenance	3,886.31
Membership	300.00
Mowing	9,800.00
Office Expense	
Computer Expense	368.75
Office Supplies	133.03
Postage	196.20
Office Expense - Other	<u>75.00</u>
<b>Total Office Expense</b>	<b>772.98</b>
Ohio EPA Reporting	5,090.00
Permits	1,100.00
Propane	2,216.62
Property Taxes	7,070.27
Public Records Request	139.05

Repairs and Maintenance	5,698.11
Sales Tax	
Sales Tax Discount	-38.90
Sales Tax - Other	<u>5,537.13</u>
Total Sales Tax	5,498.23
SAMS	1,199.00
Secretary / Treasurer	2,165.00
Service Agreements	1,881.25
Snow Removal	2,736.25
Supplies	94.51
Utilities	
Electric	9,709.76
Telephone Expense	1,469.26
Water	<u>2,770.26</u>
Total Utilities	13,949.28
Website Expense	<u>354.40</u>
Total Expense	<u>477,897.16</u>
Net Ordinary Income	<u>111,370.38</u>
Net Income	<u><u>111,370.38</u></u>

## Huron County Airport Authority Airport Profit & Loss YTD

January through December 2018

1:03 PM

01/14/2019

Cash Basis

Jan - Dec

18

### Ordinary Income/Expense

#### Income

Airport Closure	10,000.00
Commercial Office Rent	12,453.57
Farm Rent	17,077.28
Finance Charge	75.00
Fuel Sales	75,227.29
Hangar Rent	38,174.34
Overnight Fees	90.00
Utilities Reimbursement	<u>1,262.09</u>

Total Income 154,359.57

#### Expense

Attorney Fees	1,156.65
Bank Service Charges	0.00
Cleaning / Sump	1,125.00
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Fuel Purchased	
100 AVGas	36,520.80
Diesel Fuel	666.04

<b>Jet-A</b>	<u>20,585.35</u>
<b>Total Fuel Purchased</b>	57,772.19
<b>Insurance Expense</b>	2,165.00
<b>Legal Notices / Advertising</b>	7.44
<b>Maintenance</b>	3,886.31
<b>Membership</b>	300.00
<b>Mowing</b>	9,800.00
<b>Office Expense</b>	
<b>Computer Expense</b>	368.75
<b>Office Supplies</b>	133.03
<b>Postage</b>	196.20
<b>Office Expense - Other</b>	<u>75.00</u>
<b>Total Office Expense</b>	772.98
<b>Ohio EPA Reporting</b>	5,090.00
<b>Permits</b>	1,100.00
<b>Propane</b>	2,216.62
<b>Property Taxes</b>	7,070.27
<b>Public Records Request</b>	139.05
<b>Repairs and Maintenance</b>	5,698.11
<b>Sales Tax</b>	
<b>Sales Tax Discount</b>	-38.90
<b>Sales Tax - Other</b>	<u>5,537.13</u>
<b>Total Sales Tax</b>	5,498.23
<b>SAMS</b>	1,199.00
<b>Secretary / Treasurer</b>	2,165.00
<b>Service Agreements</b>	1,881.25
<b>Snow Removal</b>	2,736.25
<b>Supplies</b>	94.51
<b>Utilities</b>	
<b>Electric</b>	9,709.76
<b>Telephone Expense</b>	1,469.26
<b>Water</b>	<u>2,770.26</u>
<b>Total Utilities</b>	13,949.28
<b>Website Expense</b>	<u>354.40</u>
<b>Total Expense</b>	<u>127,962.34</u>
<b>Net Ordinary Income</b>	<u>26,397.23</u>
<b>Net In-</b>	
<b>come</b>	<u><u>26,397.23</u></u>

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

January through December 2018

3:01 PM

01/08/2019  
Cash Basis  
Jan - Dec  
18

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
FAA Grant	420,222.00
ODOT Grant	<u>14,685.97</u>
<b>Total Income</b>	434,907.97
<b>Expense</b>	
Apron B	148,035.84
Consultant Fee	24,967.88
FAA Grant Expense	<u>176,931.10</u>
<b>Total Expense</b>	<u>349,934.82</u>
<b>Net Ordinary Income</b>	<u>84,973.15</u>
<b>Net Income</b>	<u><u>84,973.15</u></u>

**Huron County Airport Authority  
Invoice Approval**

Date: 1/9/2019

For Meeting on: 1/14/2019

<b>Company</b>	<b>Date</b>	<b>Amount</b>	<b>Purchase</b>	<b>Check #</b>
Albrecht, Bill	1/1/2019	400.00	EPA Reporting - 2018 December	3604
Beck Aviation	12/31/2018	125.00	Maintenance - 2018 December	3603
Silcox, Larry	1/14/2019	27.96	File Cabinet Keys; Keys / Key Tags	3295
Effective Web	1/14/2019	400.00	Epson ES-400 Scanner	3601
Erie Blacktop	12/10/2018	13,488.52	Taxiway B	3600
Ferrellgas	1/9/2019	660.75	284.2 Gallons	3599
Frontier Communications	12/27/2018	126.08	Service 12/28/2018 - 01/27/2019	EFT
Holtz, Mary	1/1/2019	250.00	Cleaning / Sumping - 2018 December	3605
Huron County Treasurer	1/10/2019	6,196.70	2018 Full Year	3598
Northern Ohio Rural Water	12/27/2018	155.48	Service 11/13 - 12/13/2018	3597
Moto Electric	1/14/2019	175.00	Repairs	3296
Ohio Business Gateway	1/8/2019	332.83	Sales Tax - 2018 December	EFT
Ohio Edison	1/3/2019	950.89	Service 11/28 - 12/27/2018	EFT
QTPod	1/15/2019	581.08	M4000 / Monthly Payment	EFT
Silcox, Larry	12/26/2018	65.86	Camera / SD Card / USB	3595
U.S. Postmaster	1/14/2019	<u>100.00</u>	2 Rolls Stamps	3594
		<u><u>24,036.15</u></u>		

