

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, September 18, 2017 – 5:00pm

Call Meeting to Order:

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

Motion to Excuse:

Public Comments:

Guest:

Approval of Minutes from Regular Meeting: August 14, 2017

Operational and Financial August 31, 2017

August Fuel Sales:

AVGas: \$ 6,833.22	Gallons: 1,587.12
Jet A: \$ 328.79	Gallons: 132.77

Approval of August 31, 2017 Financials

As of August 31, 2017

Cash in Bank:	\$ 29,563.77
Net Income YTD:	\$ 263,542.03
Total Expenses YTD:	\$ 248,911.03
Net Income/ Loss YTD:	\$ 14,631.00

Approval to Pay Invoices: \$ 6,329.11 (as of 09/18/2017)

Old Business:

New Business:

Date of Next Meeting:

Monday, October 09, 2017@ 5:00pm

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, August 14, 2017

Guest:

Marcus & Mary Holtz
Dan LeClair

Don Roth
Tom Janka

Dennis Sokol
Royden Smith

Harry Brady called the meeting to order

Roll Call

Members Present: Harry Brady

Melissa James

Randy Birchfield

Motion to Excuse:

Public Comments:

Dan LeClair thanked the board for the lower fuel prices this past weekend. Red light is out on the south side. Weeds are coming up on the runway. Plan to seal cracks. Deer herd – ODNR get deer tags.

Marcus asked about replacing tires on John Deere. \$30 - \$40. Melissa James made a motion to purchase tires not to exceed \$100. Randy Birchfield seconded. Motion Passed.

Approval of Minutes:

Melissa James made a motion to approve the July 10, 2017 regular meeting minutes. Randy Birchfield seconded. Motion Passed.

Operational and Financial Report:

Operational and Financial July 31, 2017

July Fuel Sales:

AVGas: \$ 17,919.30	Gallons: 4,045.89
Jet A: \$ 444.12	Gallons: 126.89

Approval of June 30, 2017 Financials

As of July 31, 2017

Cash in Bank:	\$ 39,188.39
Net Income YTD:	\$ 225,572.11
Total Expenses YTD:	\$ 229,156.49
Net Income/ Loss YTD:	\$ 25,415.62

Approval to Pay Invoices: \$ 19,722.77 (08/09/2017)

Melissa James made a motion to approve the June 30, 2017 financials and invoices. Randy Birchfield seconded. Motion Passed.

Old Business:

Melissa James moved to approve Task Order #1 – Master Plan Update Study Billing #7 for \$21,999.76 with local share of \$1,099.76 and Task Order #2 – Design of Apron Rehab Billing #6 for \$9,900.00 with local share of \$495.00 and the ODOT Pay Request form for \$1,842.00. Harry Brady seconded. Motion Passed.

Passed Test with State Fire Marshall.

New Business:

Melissa James reported that Epic Fuel Audit passed – Need to replace AVGas hose, handle and filters. Harry Brady moved to purchase for up to \$1,550 plus freight. Melissa James seconded. Motion Passed.

Foghorn Designs has given his 60 days’ notice and will be leaving October 2nd. Loss of \$1,000.00 in rent per month.

Harry Brady reported that Bill Albrecht is doing EPA testing. Some improvements need to be done. Spray round-up on weeds. Sign needs to be posted. No-hubs need to be installed and dechlorinating. Ty Keefer will be out as tank needs to be emptied.

Print of airport from Michael Baker International.

Pancake breakfast served 197 adults and 35 kids. Also about 35 kids did the Young Eagle airplane rides. Advertising of lower fuel prices next year. Buy breakfast and get into Summit Motorsports Park free.

Moto Electric has pulleys for hangar door at about \$23 each.

Recreational Aviation program would like to camp at the airport. Need dates, to get FAA approval.

Board:

Next Board meeting September 11, 2017.

Melissa James moved to adjourned. Harry Brady seconded. Motion Passed.

Adjourned:

Respectfully Submitted,

Linda Vaughn

Board Approval,

Harry Brady

President

Approved: _____

Huron County Airport Authority Balance Sheet

As of August 31, 2017

12:25 PM

09/14/2017

Cash
Basis

Aug 31, 17

ASSETS

Current Assets

Checking/Savings

Civista 23825 29,563.77

Total Checking/Savings 29,563.77

Accounts Receivable

Accounts Receivable -1,160.00

Total Accounts Receivable -1,160.00

Total Current Assets 28,403.77

TOTAL ASSETS 28,403.77

LIABILITIES & EQUITY

Equity

Opening Balance Equity 40,822.82

Retained Earnings -27,050.05

Net Income 14,631.00

Total Equity 28,403.77

TOTAL LIABILITIES & EQUITY 28,403.77

Huron County Airport Authority Profit & Loss YTD

January through August 2017

12:28 PM

09/14/2017

Cash Basis
Jan - Aug
17

Ordinary Income/Expense

Income

Ballast Recycling 220.00

Commercial Office Rent 6,854.09

FAA Grant 162,622.00

Farm Rent 8,538.64

Fuel Sales 47,986.39

Hangar Rent 28,673.50

ODOT Grant 6,124.00

Overnight Fees 220.00

Utilities Reimbursement 2,303.41

Total Income 263,542.03

Expense

Bank Service Charges 0.00

Credit Card Processing 1,170.92

FAA Grant Expense	152,598.62
Fuel Purchased	
100 AVGas	40,595.82
Diesel Fuel	521.25
Jet-A	<u>5,473.24</u>
Total Fuel Purchased	46,590.31
Insurance Expense	2,165.00
Maintenance	875.00
Mowing	4,100.00
Office Expense	
Office Supplies	244.80
Postage	<u>181.90</u>
Total Office Expense	426.70
Ohio EPA Reporting	6,220.00
Permits	1,200.00
Propane	1,291.75
Property Taxes	6,820.44
Repairs and Maintenance	8,667.71
Sales Tax	
Sales Tax Discount	-24.06
Sales Tax - Other	<u>3,032.10</u>
Total Sales Tax	3,008.04
Secretary / Treasurer	600.00
Service Agreements	995.00
Snow Removal	375.00
Utilities	
Electric	9,467.30
Telephone Expense	942.27
Water	<u>1,103.57</u>
Total Utilities	11,513.14
Website Expense	<u>293.40</u>
Total Expense	<u>248,911.03</u>
Net Ordinary Income	<u>14,631.00</u>
Net Income	<u><u>14,631.00</u></u>

Huron County Airport Authority

Invoice
 Date: 09/18/2017 Approval for 09/18/2017

Business Name	Invoice Date	Amount	Purchase	Check #
Albrecht, Bill	09/01/2017	400.00	August	3437
Beck, John	09/01/2017	125.00	August	3425
Frontier	08/28/2017	119.64	Service 08/28/2017 - 09/27/2017	EFT
Holtz, Mary	09/05/2017	1,146.09	Mowing / Repairs / Mileage	3426
Huron County Chamber	08/22/2017	14.84	Copies	3427
Huron County Chamber	08/22/2017	1,387.03	Fuel Hose / Nozzle / Filters	3427
Huron County Chamber	09/13/2017	47.50	Overnight Grants	3427
Huron County Chamber	09/19/2017	23.75	Overnight Grants	3427
JVS Garage Door	08/30/2017	103.50	3/16" Cable / 4" Pulley	3429
John Deere Financial	09/04/2017	108.95	Hose 100' x 5/8 (4) HD Rear Trig	3428
Manairco, Inc.	09/08/2017	108.07	Green Lens (2)	3430
Northern Ohio Rural Water	08/25/2017	168.40	Service 07/12/2017 - 08/11/2017	3432
Norwalk Ace	08/25/2017	12.86	Padlock for Rental Hangar	3433
Ohio Business Gateway	09/05/2017	515.36	Sales Tax - August	EFT
Ohio Edison	08/29/2017	1,099.12	Service 07/29/2017 - 08/26/2017	EFT
Postmager	09/01/2017	49.00	Roll Stamps	3435
Stark's Sanitary Service	09/06/2017	825.00	Install Fittings / 2 Loads	3434
Vaughn, Linda	09/01/2017	75.00	Secretary / Treasurer - August	3436
		<u>6,329.11</u>		

Beck, John	05/08/2017	125.00	Replace Check #3371	3425
Michael Baker	08/11/2017	9,900.00	Approved August 14, 2017	3431
Michael Baker	08/11/2017	21,999.76	Approved August 14, 2017	3431
		<u>32,024.76</u>		

38,353.87 Total Checks Written