

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, October 9, 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: September 18, 2017

Operational and Financial September 30, 2017

September Fuel Sales:

| | |
|--------------------|-------------------|
| AVGas: \$ 5,740.46 | Gallons: 1,289.99 |
| Jet A: \$ 539.22 | Gallons: 154.06 |

Approval of September 30, 2017 Financials

As of September 30, 2017

| | |
|-----------------------|---------------|
| Cash in Bank: | \$ 27,671.83 |
| Net Income YTD: | \$ 301,756.71 |
| Total Expenses YTD: | \$ 288,655.15 |
| Net Income/ Loss YTD: | \$ 13,101.56 |

Approval to Pay Invoices: \$ 6,162.11 (Updated during meeting 10/09/2017)

Old Business:

Consultant Report

New Business:

Date of Next Meeting:

Monday, November 13, 2017@ 5:00pm

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, September 18, 2017

Guest:

Marcus & Mary Holtz

Don Roth

Dan LeClair

Harry Brady called the meeting to order

Roll Call

Members Present: Harry Brady

Melissa James

Randy Birchfield

Motion to Excuse:

Public Comments:

None

Approval of Minutes:

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

Operational and Financial Report:

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)

Discussion that septic will be less when Foghorn Designs leaves. No de-classification for public entity. Could install a holding tank, but septic would have to be taken out.

Randy Birchfield made a motion to approve the August 31, 2017 financials and invoices. Melissa James seconded. Motion Passed.

Old Business:

Pulleys only worked 1 month as the cable cut them. Marcus ordered 1 pulley that does not have a seam in the middle.

New Business:

27' is not included in the grant.

Randy Birchfield moved that Vice President can sign contract. Harry Brady seconded. Motion Passed. Discussion on what to do with the 27'. Estimate from Michael Baker International \$32,850, hanger door only \$24,000, mill 15,967, remove 13,829. Marcus said if there is a seam, within a period of time there would be a crack that would have to be maintained, would be better to complete in one project. FAA standards would have to be meet even if HCAA pays for that portion. Melissa James moved to have Harry Brady receive actual estimates completed for complete and partial replacement. Harry Brady seconded. Motion Passed.

Randy Birchfield moved to purchase 11 more pulleys. Melissa James seconded. Motion passed. Chamber will order the pulleys.

Harry Brady moved to pay Mary Holtz for the additional 25 hours for clearing the 2 acres. Final price agreed upon was \$1,250. Randy Birchfield seconded. Motion Passed. Check #3285 was signed.

Discussion to rent a D5 dozer to fill in ponds. Marcus Holtz to give an estimate of how much time it would take to complete.

Lease with Precision Aero Ag Service (Stephen Zvara) tabled until October meeting. His attorney and the County Prosecutor will review.

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 September 30, 2017

4:23 PM

10/03/2017
Cash
Basis

Sep 30, 17

ASSETS

Current Assets

Checking/Savings

Civista 23825 27,671.83

Total Checking/Savings 27,671.83

Accounts Receivable

Accounts Receivable -797.50

Total Accounts Receivable -797.50

Total Current Assets 26,874.33

TOTAL ASSETS 26,874.33

LIABILITIES & EQUITY

Equity

Opening Balance Equity 40,822.82

Retained Earnings -27,050.05

Net Income 13,101.56

Total Equity 26,874.33

TOTAL LIABILITIES & EQUITY 26,874.33

Huron County Airport Authority Profit & Loss YTD

January through September 2017

4:24 PM

10/03/2017

Cash Basis
Jan - Sep
17

Ordinary Income/Expense

Income

Ballast Recycling 220.00

Commercial Office Rent 6,854.09

FAA Grant 192,590.00

Farm Rent 8,538.64

Fuel Sales 54,266.07

Hangar Rent 30,640.50

ODOT Grant 6,124.00

Overnight Fees 220.00

Utilities Reimbursement 2,303.41

Total Income 301,756.71

| | |
|-----------------------------|-------------------------|
| Expense | |
| Bank Service Charges | 0.00 |
| Credit Card Processing | 1,311.17 |
| FAA Grant Expense | 184,498.38 |
| 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 | 1,962.86 |
| Mowing | 6,400.00 |
| Office Expense | |
| Office Supplies | 259.64 |
| Postage | <u>302.15</u> |
| Total Office Expense | 561.79 |
| Ohio EPA Reporting | 6,620.00 |
| Permits | 1,200.00 |
| Propane | 1,291.75 |
| Property Taxes | 6,820.44 |
| Repairs and Maintenance | 10,471.35 |
| Sales Tax | |
| Sales Tax Discount | -27.95 |
| Sales Tax - Other | <u>3,551.35</u> |
| Total Sales Tax | 3,523.40 |
| Secretary / Treasurer | 675.00 |
| Service Agreements | 995.00 |
| Snow Removal | 375.00 |
| Utilities | |
| Electric | 10,566.42 |
| Telephone Expense | 1,061.91 |
| Water | <u>1,271.97</u> |
| Total Utilities | 12,900.30 |
| Website Expense | <u>293.40</u> |
| Total Expense | <u>288,655.15</u> |
| Net Ordinary Income | <u>13,101.56</u> |
| Net Income | <u><u>13,101.56</u></u> |

Huron County Airport Authority

Date: 10/11/2019 Invoice Approval for 10/09/2017

| Business Name | Invoice Date | Amount | Purchase | Check # |
|---------------------------|--------------|-----------------|-----------------------------------|---------|
| Albrecht, Bill | 10/01/2017 | 400.00 | September | 3438 |
| Beck, John | 10/01/2017 | 125.00 | September | 3439 |
| Beck, John | 07/12/2017 | 58.98 | Repair Hydrant | 3286 |
| Fresch Electric | 10/05/2017 | 1,760.00 | Split Electric Meter | 3447 |
| Frontier | 09/28/2017 | 119.64 | Service 09/28/2017 - 10/27/2017 | EFT |
| Holtz, Mary | 09/28/2017 | 1,250.00 | Mowing September | 3440 |
| Huron County Chamber | 09/28/2017 | 9.50 | Copies | 3441 |
| Huron County Chamber | 09/28/2017 | 211.63 | Pulleys (11) | 3441 |
| Huron County Chamber | 09/28/2017 | 23.75 | Overnight Grants | 3441 |
| Northern Ohio Rural Water | 09/28/2017 | 296.31 | Service 08/11/2017 - 09/11/2017 | 3442 |
| Norwalk City | 09/18/2017 | 330.00 | August Testing | 3443 |
| Ohio Business Gateway | 10/03/2017 | 451.87 | Sales Tax - September | EFT |
| Ohio Edison | 09/29/2017 | 962.43 | Service 07/29/2017 - 08/26/2017 | EFT |
| Postmaster | 10/01/2017 | 88.00 | PO for Year | 3445 |
| Vaughn, Linda | 10/01/2017 | 75.00 | Secretary / Treasurer - September | 3446 |
| | | <u>6,162.11</u> | | |