

HURON COUNTY AIRPORT AUTHORITY
** TENTATIVE AGENDA **
for Regular Meeting Tuesday, January 13, 2015 @ 2 P.M.

1. Call Meeting to Order:

Roll Call: John Evans	_____	Guests: _____
Harry Brady	_____	_____
Melissa James	_____	_____
	_____	_____
	_____	_____

2. Motion to Excuse

3. Minutes from Regular Meeting:

- o December 09, 2014:
 - o December 16, 2014:
- Motion to Approve

4. Operational and Financial Report – Doug Arnold
Fuel Inventory

5. Payment of Bills:

Motion to Pay Invoices – Action
Motion to Approve Transfer Funds from Merchant to Disbursement Account - Action

6. Old Business:

- Airport Maintenance – Tractor – No update from Olena Tractor Sales
- Ohio EPA After-The-Fact (ATF) Permit – Update – Biologist Correspondence
- Historic Structure Stored Inside Commercial Hangar Building – Update
- FY15 FAA Grant – The Next Step
- Development of South Perimeter Access Road – No Known Update

7. New Business:

- Nominations for President and Vice president
- 2015 Temporary Airport Closure Plan & 2015 Special Event Plan
- Request for Qualification – Professional Engineering Services
- Subject to change without notice

8. Date for February regular meeting: Tuesday, February 10, 2015 at ____ AM / PM

9. Public Comments:

10. Adjournment:

Motion

HURON COUNTY AIRPORT AUTHORITY
Meeting Minutes December 09, 2014

1. J.W. Kelley called the meeting to order at 2:00 PM

2. **Roll Call:**

<u>Members Present</u>	<u>Members Absent</u>	<u>Guests</u>	
J. W. Kelley	- None -	Douglas Arnold	Markus Holtz
Jeff Savage		Scott Seitz	Don Roth
Don Frankenfield		Dan LeClair	Lee Peterson
John Evans		Patty LeClair	John (JD) Peterson
Harry Brady		Dennis Sokol	Reese Wineman
		Tom Root	Bill Bader

3. **Approval of Minutes:**

- Don Frankenfield made a motion to approve the minutes from the November 18, 2014 regular monthly meeting, seconded by John Evans, Motion Passed.
- Don Frankenfield made a motion to approve the minutes from the November 20, 2014 special meeting, seconded by John Evans, Motion Passed.

4. **Operational and Financial Report:**

- Douglas Arnold provided the financial report (attached). The claims schedule for December was \$ 11,600.82 and the airport will have a combined account cash balance of \$ 38,434.15 after all liabilities are paid which is allocated as follows, \$ 20,680.82 general fund; \$ 17,753.33 grant fund.
- November revenues were \$ 16,987.18 which included \$ 1,851.95 in gross fuel sales; \$ 13,190.23 in miscellaneous revenue from the tree harvested from the airport in December 2012; \$ 1,445.00 in hangar rents; and \$ 500.00 in business complex hangar rents.
- November expenses were \$ 20,493.42 which included \$ 537.16 in supplies; \$ 7,588.47 in contractual services (credit card transaction fees, and supervision of wastewater treatment plant); \$ 362.36 insurance; \$ 387.94 sales tax; \$ 1,529.58 utilities; \$ 9,222.91 fuel; and \$ 865.00 management.
- There was 323 gallons of fuel sales in November, which represents a 53% decrease over the fuel sales from November 2013 of 690 gallons.
- The airport has a total inventory of 2,911 gallons of 100LL avgas and 3,052 gallons of Jet-A.
- The Commissioners Office released the remaining balance of the tree timber value funds in the amount of \$6,080.92 that was previously earmarked towards runway maintenance as described in the Commissioners Journal dated February 20, 2014. However, there was an unexpected change and the funds were released to the airport. The airport recorded the full revenue of \$13,190.23 for the timber value. The airport also itemized the two expenses that were deducted from the revenue. The highway department removed the tree-stumps (along the south side of the extended runway centerline) cost \$2,967.10 and installed culverts (along both sides of state route 601) cost \$4,142.21.
- Mr. Savage requested the delinquent real-estate taxes be added to the December claims schedule. Huron County Treasurer Kathleen Schaffer advised that 1% interest charge is due and the remaining late fee penalties can be waived.
- Jeff Savage made a motion to approve the financial report, seconded by John Evans, Motion Passed.

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5. **Payment of Bills:**

- Jeff Savage made a motion to approve the bills, seconded by John Evans. Motion Passed.
- Transfer between Citizens Checking Accounts: Jeff Savage made a motion to transfer \$ 11,500 dollars from the merchant checking into the disbursement checking, seconded by John Evans, Motion Passed.

6. **Old Business:**

- **Tractor Maintenance:** Douglas Arnold updated the board that Olena Tractor Sales has not had an opportunity to look at the tractor to provide a cost estimate.
- **Ohio EPA After-The-Fact (ATF) Permit:** Douglas Arnold updated the board that William Acton of Civil & Environmental Consultants, Inc. (CEC) provided Pete Welch with an estimate of \$1,500 to perform two tasks. Task #1) Submit a request for concurrence that no permit is required to continue filling the existing borrow pits adjacent to the runway. The request will be submitted to the US Army Corp of Engineer (USACE) and will include a jurisdictional assessment of the borrow pits, a work plan (which preserves existing isolated wetlands within the borrow pits), and documentation of historic regulatory activities of the site by the USACE. A copy of the request will also be sent to the Ohio EPA. Task #2) A CEC project manager will manage and oversee quality assurance procedures for the project.
- **FY 2015 F.A.A. Grant Programming Application and A.C.I.P.:** Douglas Arnold reminded the board that FAA fall planning telephone conference is scheduled for Tuesday, December 16th at 10 AM to further discuss the airport's plans with the FAA Detroit ADO (Airport District Office). The pre-application, {which is comprised of the Programming Application that is submitted to the FAA ADO; and 10-Year ACIP (Airport Capital Improvement Plan) that is submitted to the Aviation Division of the Ohio Department of Transportation} is due 2-weeks after the planning meeting. Delta Airport Consultants has requested the Board of Commissioners of Huron County sign and forward the documents to the appropriate party. This is a different practice in years past as the airport board has always signed and forwarded the pre-application.
- **Historic Structure stored inside Commercial Hangar:** Douglas Arnold announced that a letter was sent to Mr. Peterson notifying him of the amended policy proposed by the FAA regarding the storage of non-aeronautical materials within an area designated for aeronautical use. Mr. Arnold proposed a new lease agreement with revised terms, increased rent (competitive with fair market value), and the lease meets all federal requirements. Mr. Peterson was also in attendance so that he and the airport board could openly discuss and answer any questions either party may have. Mr. Tenkhoff requested the airport cosponsor, the Board of Commissioners of Huron County, to also be in agreement with the proposal to lease Interim Use of Aeronautical Space (Commercial Building Aircraft Parts & Equipment Storage Area) for Non-Aeronautical Use (storage of a disassembled historic structure). Harry Brady made a motion to approve the special lease agreement, seconded by Jeff Savage, Motion Passed.

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- Status of South Perimeter Access Road: John Evans updated the board that he presented a letter to Carol Knapp, Executive Director of the Huron County Development Office. The letter summarized the airports concerns discussed over the last several airport meetings and they had a good conversation together. Bill Bader was also in attendance and had no new information to provide to the airport board. JW. Kelley and Jeff Savage also had no updates. Mr. Evans highlighted that the Commissioner's Office is aware of the airport's concerns, there are answers, but the Commissioners are not ready to publicly disclose the information. Mr. Arnold suggested drafting a contingency plan to use the runway in the event the access road not ready. Mr. Savage agreed the airport should make an early request for temporary runway closure. Mr. Bader agreed to provide the airport with the dates of his largest events needing the extra egress through the airport.

- 7. New Business:
 - Airport Utilities – Bundling Telephone and Internet Services: Douglas Arnold noted the monthly telephone charges continued to increase each month even though there has been low usage. Mr. Arnold sought quotes from Frontier and North Coast Wireless Communications to bundle telephone and Internet services together. Frontier highlighted that the airport is using an outdated plan and provided a quote to bundle for \$ 74.97. North Coast Wireless quoted \$ 94.85. Jeff Savage made a motion to accept Frontier Communications, seconded by Harry Brady, Motion Passed.

- 8. Next Meeting Date: The next regular public board meeting is scheduled for Tuesday, January 13th, 2015 at 2 PM, which is the second Tuesday of the month.

- 9. Public Comments:
 - Dan LeClair asked the board if the Commissioners aware of the FAA's constraints to get the access road installed. Mr. Evans responded that was in the letter. Mr. Brady indicated the Commissioner's should know the urgency because their office actively participated on the FAA telephone conference call on Tuesday, October 14, 2014.

 - J.W. Kelley term is ending at the end of the year and he personally thanked the board for their service. The board also thanked Mr. Kelley for his service and that he will be sorely missed.

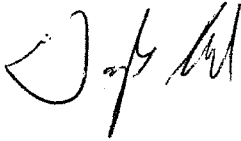
 - Mr. Brady asked which trees on the east side of State Route 601 were interfering with the runway 28 approach corridor. Mr. Arnold answered that all the trees were, especially the area of trees along the north side of the property line owned by Mr. Michael Roberta. The shallow row of trees along the south side owned by Mr. Tom Schaffer is also too tall.

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10. **Adjournment:** Jeff Savage made a motion to adjourn the meeting, seconded by Harry Brady, Motion Passed.

J.W. Kelley adjourned the meeting at 3:30 PM.

Respectfully Submitted,



Douglas Arnold
Secretary

Board Approval,



J.W. Kelley
President

Approved: 1-13-2015

Income Statement For Period Covering 01/01/2014 to 12/31/2014

Revenues

<i>Income</i>	\$0.00
<i>Gas Sales</i>	\$59,155.94
<i>Miscellaneous</i>	\$21,610.93
<i>Hangar Rental</i>	\$25,960.00
<i>Business Complex</i>	\$7,832.50
<i>Farm Rent</i>	\$0.00
Total Revenue	\$114,559.37

Expenses

<i>Expenses</i>	\$0.00
<i>Supplies</i>	\$3,001.47
<i>Contractual Services</i>	\$20,469.66
<i>Credit Card Processing Fees</i>	\$1,472.99
<i>Maintenance</i>	\$9,399.79
<i>Mowing</i>	\$0.00
<i>Snow Removal</i>	\$2,885.00
<i>Insurance</i>	\$0.00
<i>General Liability Insurance</i>	\$2,626.97
<i>Taxes</i>	\$0.00
<i>Federal</i>	\$0.00
<i>Local</i>	\$0.00
<i>Other Tax</i>	\$0.00
<i>Property</i>	\$7,286.52
<i>State</i>	\$0.00
<i>Sales Tax</i>	\$3,794.46
<i>Utilities</i>	\$0.00
<i>Electric</i>	\$6,914.91
<i>Garbage collection</i>	\$0.00
<i>Gas</i>	\$2,548.85
<i>Internet</i>	\$479.40
<i>Phone</i>	\$2,066.39
<i>Water</i>	\$908.78
<i>Fuel</i>	\$0.00
<i>Avgas 100LL</i>	\$37,308.15
<i>Jet A</i>	\$10,146.25
<i>Diesel</i>	\$328.56
<i>Unleaded</i>	\$113.51
<i>Management</i>	\$10,801.00
Total Expenses	\$122,552.66
Net loss for Period	\$7,993.29

Cash Flow - 01/01/2014 to 12/31/2014

Selected Accounts

- Assets
- Assets:Current Assets and selected subaccounts
- Imbalance-USD
- Orphan-USD

Money into selected accounts comes from

<u>Income:Business Complex</u>	\$7,832.50
<u>Income:Gas Sales</u>	\$59,155.94
<u>Income:Hangar Rental</u>	\$25,960.00
<u>Income:Miscellaneous</u>	\$21,610.93
Money In	\$114,559.37

10K - SMP fees
Rest was tree harvest
from 2012/2013

Money out of selected accounts goes to

<u>Expenses:Contractual Services</u>	\$7,109.31
<u>Expenses:Contractual Services:Credit Card Processing Fees</u>	\$1,472.99
<u>Expenses:Supplies</u>	\$172.23
<u>Liabilities:Accounts Payable</u>	\$113,798.13
Money Out	\$122,552.66

- AS related to tree removal
+ culvert install

- checks
- on claims Schedules

Difference

\$(7,993.29)

Does not include
farm rental #.

Balance Sheet 12/31/2014

Assets

<u>Assets</u>		\$0.00
<u>Current Assets</u>	\$0.00	
<u>County Auditor Checking</u>	\$0.00	
<u>Merchant Checking</u>	\$40,328.39	
<u>Disbursement Checking</u>	\$454.48	
<u>Federal Grants</u>	\$0.00	
<u>Accounts Receivable</u>		\$0.00
<u>Imbalance-USD</u>		\$0.00
<u>Orphan-USD</u>		\$0.00
Total Assets		\$40,782.87

Liabilities

<u>Liabilities</u>	\$0.00	
<u>Accounts Payable</u>	\$0.00	
<u>Advanced Gas Sales</u>	\$0.00	
Total Liabilities		\$0.00

Equity

<u>Equity</u>	\$6,524.99	
<u>Opening Balances</u>	\$34,676.98	
<u>Retained Earnings</u>	\$7,574.19	
Retained Losses		\$7,993.29
Total Equity		\$40,782.87
Total Liabilities & Equity		\$40,782.87

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Tuesday, February 10, 2015

Call Meeting to Order:

Roll Call: Harry Brady ✓ ✓ ✓ ✓ ✓ ✓ ✓
John Evans ✓ ✓ ✓ ✓ ✓ ✓ ✓
Melissa James ✓ ✓ ✓ ✓ ✓ ✓ ✓

Guest: _____

Motion to Excuse:

Minutes from Regular Meeting:
January 13, 2015 *Tabled*

Minutes from Special Meeting:
January 28, 2015 *Tabled*

Operational and Financial Report *Tabled*

Payment of Bills:
Motion to Pay Invoices
Motion to Approve Transfer of Funds from Merchant to Disbursement Account

Old Business:

New Business:

Date of March meeting

Public Comments:

Adjournment:

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Tuesday, March 10, 2015

Call Meeting to Order:

Roll Call: Harry Brady _____
John Evans _____
Melissa James _____

Guest:

Motion to Excuse:

Minutes from Regular Meeting:
January 13, 2015

Minutes from Special Meeting:
January 28, 2015

Minutes from Regular Meeting:
February 10, 2015

Operational and Financial Report:
January 2015 Fuel Sales: 115.50 Gallons
February 2015 Fuel Sales: 80.76 Gallons
Preliminary January and February 2015 Income Statement

Payment of Invoice: \$3,734.37

Motion to Pay Invoices

Motion to Approve Transfer of Funds from Merchant to Disbursement Account: \$3,400.00

Old Business:

New Business:
RFQ for Consultant
Close Disbursement Account
Need for FBO

Date of April 2015 Meeting:

Public Comments:

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, February 10, 2015

1. Harry Brady called the meeting to order at 2:00 pm

2. **Roll Call:**

Members Present:

Harry Brady
John Evans
Melissa James

Guests:

Doug Arnold	Dennis Sokol
Dan LeClair	Patty LeClair
Allen Neilson	Scott Seitz
Bill Bader	J.P. Smith
J.W. Kelley	

3. **Approval of Minutes:**

As Douglas Aviation took the minutes from January 13, 2015 and have not been presented to the board. Approval of minutes will be by-passed.

4. **Operational and Financial Report:**

No reports

5. **Payment of Invoices:**

Current balance of the Disbursement account is \$49.00. Current invoices total \$6,142.75. John Evans moved to transfer \$6,500.00 from the merchant checking to the disbursement account. Melissa James seconded. Motion Passed.

6. **Old Business:**

Airport Tractor: Tractor is at Olena Sales and need to find out what is going on. Harry Brady will follow-up.

House in Storage:

Need to find out about the lease for the house and when it will get moved. FAA will follow up and need to get the house moved.

7. **New Business:**

Snow Storm: During the last snow storm Marrett was sick and his 20 guys had plowed for 24 hours. The runway was plowed the next day. Emails about the NOTAM not being filed timely was not an oversight as Doug Arnold had been the only one authorized to file. Once the technicality between the Authority and FAA notice was filed. The Authority is committed to maintain safety.

Cooperation: Need better cooperation between the pilots and board. Need to hear what the airport needs are and safety issues.

Fuel Pumps: Harry Brady received a complaint that was filed with Huron County Weights and Measures. Bought 5 gallons of fuel, but only had 4.85 gallons. Recalibrate the

pumps - No. No price point with credit cards and prepay is a violation. Gallons not printed on the receipts. New or Used pumps – No. Harry asked that an email be sent with the complaint; Weights and Measures will not send email. Shut down the pumps until they can be fixed or make a sign. Sign to show “You may not receive everything you purchase low volume.”

Receipt presented by a guest does show number of gallons.

5 gallons of AVG gas has a .3% error when volume is so low for lawn equipment.

Discussion with guest. John Evans moved to place a simple sign at the pumps. Melissa James seconded. Motion Passed.

Fuel Tank Signage: J.W. Kelley stated that the signs indicating which fuel tank is which has been missing for some time. Need sign indicating which fuel goes into tank with complete instructions for unloading fuel. Melissa James will contact company for signs.

Culvert: J.W. Kelley stated that the county put new culverts in and did not replace the post and chains.

Tractor: J.W. Kelley talked to Olean Sales and the tractor needs the head repaired not to be over \$3,200. Does not know the value of the tractor, but if taken care will run forever. It is a 3-cycle and does not burn much fuel. J.W. Kelley will give a tank for diesel fuel to the airport. Discussion.

Harry Brady moved to not spend more than \$3,500 on tractor repairs. John Evans seconded. Motion Passed.

General Maintenance Help Wanted: General Maintenance ad in February 6, 2015 Norwalk Reflector. J.P. Smith of Norwalk / Monroeville area is applying. He has past aviation experience and feels that the Huron County Airport is a diamond in the rough. He will not be the FBO; duties will include septic treatment, fuel sales. Board discussed 20 hours a week average, has military background, can drive a tractor. Has good resume with his own mission statement. Good interaction with pilots, public and neighbors.

John Evans motioned to enter Executive Session. Melissa James seconded. Motion Passed.

John Evans motioned to return to Regular Session. Melissa James seconded. Motion Passed.

Offer 1 year contract, then month to month, once LLC is supplied for \$15.00 hour for approximately 20 hours per week. With option to increase duties with potential to grow into a larger role.

Mr. Smith requested till Friday to make a discussion.

Charge Accounts: Board feels that maintenance person should not have to pay for items needed out of pocket. Board will check with ACE Hardware, TCS, etc. to see if Airport has accounts set-up.

8. **Public Comments:**

Dan LeClair stated the 2015 Grant Application needs completed by the end of the month. Harry Brady stated that the Commissioners have indicated to support getting the grant, has a verbal commitment. Also, meet with Congressman Jim Jordon and ODOT has funds available. Cooperation is need for grants. Concern about the stumps.

Dan LeClair stated once the runway is plowed the runway lights need to be cleaned. Should snow blow around the lights.

J.W. Kelley asked about the farm rental of 7.6 acres for \$1,500. Getting farm rental back from Commissioners. Needs to go into General Fund account for Airport. Harry Brady indicated that it is being released.

9. **Next Meeting:**

Will be Tuesday, March 10, 2015 at 2:00 pm.

10. **Adjournment:**

John Evans moved to adjourn the meeting. Melissa James seconded. Motion Passed.

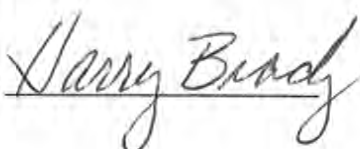
Harry Brady adjourned the meeting 3:00 pm.

Respectfully Submitted,

Linda Vaughn

Board Approval,

Harry Brady
President

Approved: 

Huron County Airport Authority
Special Meeting Minutes, January 28, 2015

1. Harry Brady called the meeting to order at 2:00 pm

2. **Roll Call:**

Members Present:

Harry Brady
John Evans
Melissa James

Guests:

Doug Arnold	Dennis Sokol
Dan LeClair	Patty LeClair
Allen Neilson	Ben Gleason

3. **Fixed Base Operator:**

Discussion of road, marketing, track, financials, relationships, promotions.
John Evans read the minutes from the August, 2014 meeting where the change of FBO was tabled.
Melissa James moved to have change of FBO on the table. Harry Brady seconded.
Motion Passed.

John Evans a 2nd year board member felt that the management needs to change.
Harry Brady asked if the motion still stands.
Melissa James suggested severing relationship with Douglas Aviation, FBO would help the negative public image.

John Evans moved to terminate contract with Douglas Aviation. Melissa James seconded. Motion Passed.

4. **Public Comments:**

Dennis Sokol stated he was unsure of immediate termination because of daily functions, ie: sewer, fuel tanks, call for plowing, issue NOTAMS, receive phone calls.

Dan LeClair wanted more specifics on new direction. Will take someone more hours than Doug Arnold currently is paid for.

Harry Brady responded that all are valid points. A legitimate search could consider extending for a month.

Dennis Sokol stated that when Sandy was here, salary of \$40,000 a year with Huron County Commissioners putting in \$20,000. No assistance since 2010. Number of hours is basically 1/3 of time.

Harry Brady responded that we go back to the Commissioners for assistance. Would not preclude Douglas Aviation from bidding again. To re-look we need to start without anything restricting such as a current operator.

Huron County Airport Authority
Special Meeting Minutes, January 28, 2015

Allen Neilson asked if the FBO goes out for bid is it going to be a 40 hours position.

Harry Brady responded that the Authority is free to redesign, and gives them a chance to move in a new direction. Need to do something different than in the past. Not being malicious need to be able to present to the Huron County Commissioners and then see where we can go.

Patty LeClair concerned about safety and finding a FBO and gets them in place ASAP. Should put everything together first and then go out.

Harry Brady responded that safety is important. We are not going to leave the airport unattended or unsafe.

Allen Neilson asked what are we marketing.

Harry Brady responded more than fuel sales. Marketing could be in various manners. Not tell them how to market but one who can bring those ideas to us.

Ben Gleason said new board needs business plan, board should quit bickering.

Dennis Sokol said to do the right thing and need two other board members.

Dan LeClair said bickering stops and airport not sold. ORC requires appointment of Secretary/Treasurer who is not a member of the board.

Harry Brady said all were valid points made and how do we handle that.

Call for vote – unanimous.

Melissa James moved to pay Douglas Aviation for February, 2015, when he submits a pay schedule. John Evans seconded. Motion Passed.

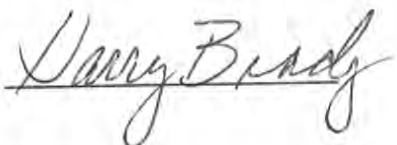
5. **Note:** Due to the immediate dismissal of Douglas Aviation, minutes as based on Melissa James' notes.

Respectfully Submitted,

Melissa James
Board Member

Board Approval,

Harry Brady
President

Approved: 

HURON COUNTY AIRPORT AUTHORITY
Meeting Minutes January 13, 2015

11. **Adjournment:**

John Evans made a motion to adjourn the meeting, seconded by Harry Brady. Motion Passed.

Harry Brady adjourned the meeting at 3:00 PM.

Respectfully Submitted,

Board Approval,

Douglas Arnold
Secretary

Harry Brady
President

Approved: 

2015 Income Statement

	January	February
Fuel Sales	668.75	467.60
Transfer from Disbursement	3,000.00	6,500.00
Hangar Rent	3,262.50	2,057.50
Business Complex	0.00	0.00
Farm Rent	0.00	0.00
Total	6,931.25	9,025.10
Bank Service Charges	8.00	0.00
Credit Card Processing	36.76	13.36
Electric	713.30	662.03
Gas/Propane	714.27	0.00
Internet	79.90	39.95
Maintanance	0.00	0.00
Meeting Notice	0.00	9.30
Mowing	0.00	0.00
Phone	119.45	92.42
Postage	0.00	46.02
Property Tax	0.00	2,271.27
Sales Tax	120.04	0.00
Snow Removal	0.00	692.50
Water	78.34	76.92
Total	1,870.06	3,903.77
100LL Avgas	0.00	0.00
Jet A	0.00	0.00
Diesel	0.00	0.00
Unleaded	160.32	0.00
Total Fuel	160.32	0.00
Management	1,093.01	1,889.98
Insurance	362.36	362.36
Total Expenses	3,485.75	6,156.11
Net Income (Loss)	3,445.50	2,868.99

Ending Bank Balance

Merchant Account	41,488.88	37,438.17
Disbursement Checking	49.44	402.69

Huron County Airport Authority

3/4/2015

Invoice Approval for March 2015

Business Name	Invoice Date	Amount	Purchase
Betschman Security	3/2/2015	125.00	Re-Key Cylinders / 12 Keys
Ferrellgas	2/16/2015	696.46	390 Gallons Propane
J.P. Smith	2/25/2015	199.75	Hours 02/13/2015 - 02/25/2015
Marett Snow Removal	2/17/2015	1,137.50	Snow Removal 02/02 - 02/05 - 02/15 - 02/22/2015
Microcharged	2/27/2015	214.50	Checked Computers
Ohio Edison	2/12/2015	109.60	Utility 01/13/2015 - 02/20/2015
QBE Insurance	2/24/2015	1,086.67	Through June 2015
Shipleys Office Supply	2/11/2015	91.19	Calculator MP21DX
State of Ohio	2/27/2015	73.70	Sales Tax for January and February 2015
		<u>3,734.37</u>	