

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, July 11, 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: June 13, 2016
Operational and Financial Report:

June 2016 Fuel Sales:

AVGas: \$3,117.01	Gallons: 695.76
Jet A: \$3,324.87	Gallons: 950.00

Approval of May 31, 2016 Financials

As of June 30, 2016

Cash in Bank:	\$ 41,334.67
Net Income YTD:	\$ 83,784.68
Total Expenses YTD:	\$ 86,044.53
Net Income/ Loss YTD:	\$ (2,259.85)

Approval to Pay Invoices: \$6,360.47 (as of 07/07/2016)

Old Business:

New Business:

Date of Next Meeting:

Monday, August 08, 2016 @ 5:00pm

Public Comments:

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, June 13, 2016

1. Harry Brady called the meeting to order

2. **Roll Call**

Members Present: Harry Brady Melissa James Randy Birchfield

3. **Motion to Excuse:**

Linda Vaughn – Approved

Guest Present: Paul Strack – Michael Baker International

4. **Approval of Minutes:**

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

5. **Operational and Financial Report:**

May 2016 Fuel Sales:

AVGas: \$2,261.47	Gallons: 504.78
Jet A: \$2,231.80	Gallons: 651.80

Approval of May 31, 2016 Financials

As of May 31, 2016

Cash in Bank:	\$ 35,403.78
Net Income YTD:	\$ 68,228.34
Total Expenses YTD:	\$ 76,556.58
Net Income/ Loss YTD:	\$ (8,328.24)

Approval to Pay Invoices: \$ 8,699.53 06/10/2016

Harry Brady read Fuel report, Cash in Bank, Profit Loss and Monthly Expenses

Melissa James made a motion to approve May 2016 Financials. Randy Birchfield seconded. Motion Passed.

6. **Old Business:**

Closure Approval: Lights latitude and longitude reported to FAA

Wings & Wheels: Foghorn Designs September 17th with rain date of September 18th

7. **New Business:**

Paul Strack gave Consultant Report. See attached report.

Randy Birchfield moved to Sign and Submit FAA Grant. Melissa James seconded. Motion Passed.

Melissa James moved to review and approve Sponsor's Statement of Cost Reasonableness to be included in Grant Application. Randy Birchfield seconded. Motion Passed.

ODOT Grants will be announced mid July

Randy Birchfield moved to accept donation for Grant Matching Funds from the Friends of Huron County Airport. Melissa James seconded. Discussion. Motion Passed.

8. **Board Comments:**

Randy Birchfield moved to purchase white lights for Wind Tee. Melissa James seconded. Motion Passed.

9. **Public Comments:**

John Beck stated that roof on Commercial hangar has never been sealed. Harry Brady stated that screws need to be back out and washer or sealant put in. Need to use a paintable sealer "Quad" OSI

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 (5A1)

CONSULTANT REPORT

Monday, June 13, 2016

- **Open Projects**
 - o Crack Sealing and Runway 10-28 Remarketing – Work started today June 13, 2016. Work to be completed by June 17, 2016. Seal coating and runway remarketing.
- **ACIP**
 - o No Update
- **FAA Grants**
 - o Grant Number 3-39-0062-008-2015 open and active.
 - Once project is completed we will work to begin the grant closeout process.
 - o Attached to this report is the new Grant Application for FY2016 including scope and fee for the Master Plan Update study and the Apron Reconstruction design.
 - o Require a motion to sign the grant and submit to the FAA by July 1.
 - o Require review and approval of Sponsor’s Statement of Cost Reasonableness to accompany the scope of works to be included in the Grant Application.
- **ODOT Grants**
 - o ODOT states that grant award announcements will be made in mid-July. Waiting on grant issuance.
- **FAA Electronic Grants Payment System, Delphi eInvoicing.**
 - o Last invoice was uploaded on April 15, 2016. Invoice was paid by FAA on April 27, 2016.
 - o Nothing new to upload.
- **FAA quarterly report**
 - o 3rd Quarter Report due July 31, 2016.
 - o Will bring new quarterly report to next meeting for review.
- **Miscellaneous**
 - o Nothing to report
- **Baker’s Engineering Agreement**
 - o Preparing subagreement for QED to assist with the ALP Update.
 - o Preparing subagreement for Woolpert to assist with the ALP Update.
- **Baker Invoices for approval – No Invoices this period**

Invoice No.	Description	Total Amount	FAA Share	Local Share
		\$ 0.00	\$ 0.00	\$ 0.00
		\$ 0.00	\$ 0.00	\$ 0.00

Huron County Airport (5A1)

CONSULTANT REPORT

Monday, June 13, 2016

- **Baker Task Orders for Approval**
 - Received comments on Master Plan scope of work from FAA ADO on April 15, 2016. Submitted revised Master Plan scope of work with response comments to the ADO on June 3. Received an email from the FAA ADO today, June 13, that the Scope was approved and can be finalized for submission with the grant.
 - Finalized scope of work for the Master Plan, attached to this report for review and approval. Amount is \$274,997.00, includes Master Plan update study, Airport Layout Plan update, Wildlife Hazard Site Visit, 18B Survey and upload into AGIS FAA System. This will be included in the FY2016 FAA grant Application. Local share of this scope amounts to approximately \$13,749.85.

Huron County Airport Authority
Balance Sheet
As of June 30, 2016

9:58 AM
07/05/2016
Cash Basis
Jun 30, 16

ASSETS	
Current Assets	
Checking/Savings	
Civista 23825	41,334.67
Total Checking/Savings	<u>41,334.67</u>
Total Current Assets	<u>41,334.67</u>
TOTAL ASSETS	<u>41,334.67</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	40,822.82
Retained Earnings	2,771.70
Net Income	<u>-2,259.85</u>
Total Equity	<u>41,334.67</u>
TOTAL LIABILITIES & EQUITY	<u>41,334.67</u>

Huron County Airport Authority
Profit & Loss YTD
January through June 2016

10:02 AM
07/05/2016
Cash Basis
Jan - Jun 16

Ordinary Income/Expense	
Income	
Commercial Office Rent	2,400.00
FAA Grant	2,345.00
Farm Rent	33,730.38
Fuel Sales	16,643.40
Hangar Rent	17,130.75
Matching Funds 2016 Grant	8,000.00
Overnight Fees	10.00
Utilities Reimbursement	<u>3,525.15</u>
Total Income	83,784.68
Expense	
Consultant Fee	1,824.00
Credit Card Processing	426.35
FAA Grant Expense	19,016.00
Fuel Purchased	
100 AVGas	19,801.97
Jet-A	4,901.91
Unleaded	<u>322.22</u>
Total Fuel Purchased	25,026.10

Insurance Expense	353.00
Maintenance	2,249.30
Mowing	5,200.00
Office Expense	
Office Supplies	214.15
Postage	<u>108.83</u>
Total Office Expense	322.98
Ohio EPA Reporting	4,055.00
Permits	1,350.00
Propane	1,327.57
Property Taxes	6,819.66
Repairs and Maintenance	3,125.39
Sales Tax	
Sales Tax Discount	-7.87
Sales Tax - Other	<u>815.63</u>
Total Sales Tax	807.76
Secretary / Treasurer	450.00
Service Agreements	595.00
Snow Removal	2,600.00
Supplies	363.21
Utilities	
Electric	8,880.53
Telephone Expense	697.60
Water	<u>478.08</u>
Total Utilities	10,056.21
Website Expense	<u>77.00</u>
Total Expense	<u>86,044.53</u>
Net Ordinary Income	<u>-2,259.85</u>
Net Income	<u><u>-2,259.85</u></u>

Huron County Airport Authority

Date: 07/07/2016 Invoice Approval for 07/11/2016

Business Name	Invoice Date	Amount	Purchase	Check #
Beck, John	7/5/2016	125.00	Maintenance Retainer - June	
Betschman Security	6/21/2016	12.00	Keys (2)	
Frontier	6/28/2016	115.77	06/28/2016 - 07/27/2016	EFT
Goff, Marshall	7/5/2016	800.00	EPA Testing - June	
Huron County Chamber	7/6/2016	53.54	Copies	
Information Technologies	7/6/2016	1,418.19	HP Laptop w/Office and QB	
James, Melissa	7/6/2016	22.95	Overnight Grant	
Microcharged	6/18/2016	239.40	Web Hosting 1 year	
Northern Ohio Rural Water	6/28/2016	288.55	05/12/2016 - 06/13/2016	
Norwalk Ace	6/18/2016	12.86	Wire	
Ohio Business Gateway	7/1/2016	463.54	Sales Tax - June	EFT
Ohio Edison	6/30/2016	1,306.13	05/27/2016 - 06/27/2016	EFT
Sexton, Zack	7/5/2016	1,300.00	Grounds - July	
Sexton, Zack	7/1/2016	127.54	Battery / Gas	
Vaughn, Linda	7/5/2016	75.00	Secretary / Treasurer - June	
		<u>6,360.47</u>		

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, August 08, 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: July 11, 2016
Operational and Financial Report:

July 2016 Fuel Sales:

AVGas: \$ 5,652.41	Gallons: 1,319.17
Jet A: \$ 401.36	Gallons: 114.67

Approval of July 31, 2016 Financials

As of July 31, 2016

Cash in Bank:	\$ 116,942.02
Net Income YTD:	\$ 168,414.31
Total Expenses YTD:	\$ 94,744.41
Net Income/ Loss YTD:	\$ 73,669.90

Encumbered funds for FAA Grant \$73,707.00

Approval to Pay Invoices: \$ 8,846.25 (08/09/2016)

Old Business:

New Business:

Date of Next Meeting:

Monday, September 12, 2016 @ 5:00pm

Public Comments:

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, July 11, 2016

1. Harry Brady called the meeting to order

2. **Roll Call**

Members Present: Harry Brady Melissa James Randy Birchfield

3. **Motion to Excuse:**

Motion to excuse Linda Vaughn by Melissa James. Seconded by Randy Birchfield. Motion Passed.

Guest Present: Dennis Sokol Marcus & Mary Holtz Jeremy Fox
Zoe Greszler Dan LeClair

4. **Approval of Minutes:**

Melissa James made a motion to approve the June 13, 2016 regular meeting minutes. Randy Birchfield seconded. Motion Passed.

5. **Operational and Financial Report:**

June 2016 Fuel Sales:

AVGas: \$3,117.01	Gallons: 695.76
Jet A: \$3,324.87	Gallons: 950.00

Approval of May 31, 2016 Financials

As of June 30, 2016

Cash in Bank:	\$ 41,334.67
Net Income YTD:	\$ 83,784.68
Total Expenses YTD:	\$ 86,044.53
Net Income/ Loss YTD:	\$ (2,259.85)

Approval to Pay Invoices: \$6,360.47 + \$80.31 = \$6,440.78

6. **Old Business:**

NOTAMS filed for painting runway on Wednesday

Melissa James made a motion to approve payment of \$1,303.00 for Michael Baker International. Randy Birchfield seconded. Motion Passed.

7. **New Business:**

Randy Birchfield requested signs for the tie-down fees be posted. Check with Foghorn Designs. Randy Birchfield made a motion for signs not to exceed \$100.00. Melissa James seconded. Motion Passed.

Melissa James moved to purchase fuel not to exceed \$6,000.00. Randy Birchfield seconded. Motion Passed.

8. **Board Comments:**

Roof on Maintenance hangar leaking. Harry Brady will get up on roof and check roof.

Meter for Commercial hangar for Foghorn Designs to be installed below transformer.
Pump painting is being completed by Marcus with Friends of the Airport donating the funds.

Approved signage for Jeremy Fox's balloon business if Jeremy rents a hangar.
Need to create sign criteria and business guidelines.

9. **Public Comments:**

Dennis Sokol suggested that since the airport is a seasonal business that a line of credit be established. Check with Commissioners.

Asked about weeds in cracks

Oshkosh match fuel prices for those days before and after.

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 July 31, 2016

7:05 PM
08/02/2016
Cash Basis
Jul 31, 16

ASSETS

Current Assets	
Checking/Savings	
Civista 23825	116,942.02
Total Checking/Savings	116,942.02
Other Current Assets	
Undeposited Funds	322.40
Total Other Current Assets	322.40
Total Current Assets	117,264.42
TOTAL ASSETS	117,264.42

LIABILITIES & EQUITY

Equity	
Opening Balance Equity	40,822.82
Retained Earnings	2,771.70
Net Income	73,669.90
Total Equity	117,264.42
TOTAL LIABILITIES & EQUITY	117,264.42

Huron County Airport Authority
Profit & Loss YTD
July
2016

7:13 PM
08/02/2016
Cash
Basis

	<u>Jul 16</u>	<u>Jan - Jul 16</u>
Ordinary Income/Expense		
Income		
Commercial Office Rent	1,600.00	4,000.00
FAA Grant	73,707.00	76,052.00
Farm Rent	0.00	33,730.38
Fuel Sales	6,383.09	23,241.53
Hangar Rent	1,829.50	18,960.25
Matching Funds 2016 Grant	0.00	8,000.00
Overnight Fees	20.00	30.00
Utilities Reimbursement	875.00	4,400.15
Total Income	84,414.59	168,414.31
Expense		
Consultant Fee	0.00	1,824.00

Credit Card Processing	144.37	575.24
FAA Grant Expense	0.00	19,016.00
Fuel Purchased		
	100 AVGas	0.00
	Jet-A	0.00
	Unleaded	12.00
		<u>334.22</u>
Total Fuel Purchased	12.00	25,038.10
Insurance Expense	1,812.00	2,165.00
Maintenance	125.00	2,374.30
Mowing	1,300.00	6,500.00
Office Expense		
	Computer Expense	1,418.19
	Office Supplies	53.54
	Postage	0.00
		<u>108.83</u>
Total Office Expense	1,471.73	1,794.71
Ohio EPA Reporting	800.00	4,855.00
Permits	0.00	1,350.00
Propane	321.16	1,648.73
Property Taxes	0.00	6,819.66
Repairs and Maintenance	220.71	3,346.10
Sales Tax		
	Sales Tax Discount	-3.50
	Sales Tax - Other	467.04
		<u>-11.37</u>
Total Sales Tax	463.54	1,271.30
Secretary / Treasurer	75.00	525.00
Service Agreements	0.00	595.00
Snow Removal	0.00	2,600.00
Supplies	0.00	363.21
Utilities		
	Electric Telephone Expense	1,306.13
	Water	115.77
		<u>288.55</u>
Total Utilities	1,710.45	11,766.66
Website Expense	239.40	316.40
Total Expense	<u>8,695.36</u>	<u>94,744.41</u>
Net Ordinary Income	<u>75,719.23</u>	<u>73,669.90</u>
Net Income	<u><u>75,719.23</u></u>	<u><u>73,669.90</u></u>

Huron County Airport Authority

Date: 08/09/2016

Invoice Approval

for

08/08/2016

Business Name	Invoice Date	Amount	Purchase	Check #
Beck, John	7/5/2016	125.00	Maintenance Retainer - July	3219
City of Norwalk	7/18/2016	85.00	Laboratory for June	3220
Epic Aviation	8/4/2016	2,891.55	1,485 gallons Jet-A	3221
Frontier	7/28/2016	115.80	07/28/2016 - 08/27/2016	EFT
Goff, Marshall	7/5/2016	925.00	EPA Testing - July	3222
Huron County Chamber	8/8/2016	56.86	Copies	3239
James, Melissa	7/6/2016	22.95	Overnight Grant	3240
Microcharged	6/18/2016	239.40	Web Hosting 1 year	3241
Northern Ohio Rural Water	7/26/2016	176.15	06/13/2016 - 07/13/2016	3242
Norwalk Ace	7/25/2016	38.57	Weed Killer	3246
Norwalk Heating	7/7/2016	170.00	Replace Thermostat	3243
Ohio Business Gateway	8/3/2016	435.61	Sales Tax - July	EFT
Ohio Edison	7/29/2016	1,313.29	06/28/2016 - 07/27/2016	EFT
Sexton, Zack	7/5/2016	1,300.00	Grounds - August	3244
Sunrise	6/30/2016	321.16	145 Gallons	EFT
Vaughn, Linda	7/5/2016	75.00	Secretary / Treasurer - July	3245
Rural King	7/24/2016	458.91	Sewage Pumps	3249
Foghorn Designs	8/8/2016	96.00	Tie Down Fee Sign	3250
		8,846.25		

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, September 12, 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: August 09, 2016
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
Net Income/ Loss YTD:	\$ (18,886.43)

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

Old Business:

New Business:

Date of Next Meeting:

Monday, October 10, 2016 @ 5:00pm

Public Comments:

Adjournment:

Huron County Airport Authority
Regular Meeting Minutes, August 08, 2016

1. Harry Brady called the meeting to order

2. **Roll Call**

Members Present: Harry Brady Melissa James Randy Birchfield

3. **Motion to Excuse:**

Guest Present: Dennis Sokol Marcus & Mary Holtz Don Roth
Scott Brogan Dan LeClair

4. **Approval of Minutes:**

Randy Birchfield made a motion to approve the July 11, 2016 regular meeting minutes. Melissa James seconded.
Motion Passed.

5. **Operational and Financial Report:**

July 2016 Fuel Sales:

AVGas: \$ 5,652.41	Gallons: 1,319.17
Jet A: \$ 401.36	Gallons: 114.67

Approval of July 31, 2016 Financials

As of July 31, 2016

Cash in Bank:	\$ 116,942.02
Net Income YTD:	\$ 168,414.31
Total Expenses YTD:	\$ 94,744.41
Net Income/ Loss YTD:	\$ 73,669.90

Approval to Pay Invoices: \$ 17, 012.75

6. **Old Business:**

Melissa James discussed Closeout of Grant

Harry Brandy discussed Consultant report

Melissa James moved to sign grant closeout forms. Randy Birchfield seconded. Motion Passed.

Roof patch needed on Maintenance building

Vent replaced on T-hangar

Water is running all the time

7. **New Business:**

John needs access to tractor

Windtee is up and lighted – Royden Smith

Marcus & Mary cleaned fuel station and office
Crop duster trying to do deal w/maintenance building for fuel – separate electric \$400 fee for building & rebate for fuel
Move Trevor to corner
Tractor to open T hangar w/ wall missing
Leaves 2 openings

Farm Rent

Run bush hog thru the unmowed field, would volunteer do? Marcus?

8. **Board Comments:**

Yearly bid out for mowing and snow plowing at next meeting

Monthly tie-down fee \$65.00. Melissa James moved to accept. Randy Birchfield seconded. Motion Passed

9. **Public Comments:**

Dan LeClair – Red container for fuel drains. Donor coming up with \$ and equipment for painting the maintenance hangar
Weeds in runway

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 August 31, 2016**

4:32 PM
09/01/2016
Cash Basis
Aug 31, 16

ASSETS	
Current Assets	
Checking/Savings	
Civista 23825	25,368.09
Total Checking/Savings	25,368.09
Accounts Receivable	
Accounts Receivable	-660.00
Total Accounts Receivable	-660.00
Total Current Assets	24,708.09
TOTAL ASSETS	24,708.09
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	40,822.82
Retained Earnings	2,771.70
Net Income	-18,886.43
Total Equity	24,708.09
TOTAL LIABILITIES & EQUITY	24,708.09

**Huron County Airport Authority
Profit & Loss YTD
August 2016**

4:33 PM
09/01/2016
Cash Basis

	<u>Aug 16</u>	<u>Jan - Aug 16</u>
Ordinary Income/Expense		
Income		
Commercial Office Rent	0.00	4,000.00
FAA Grant	-85,471.15	-9,419.15
Farm Rent	0.00	33,730.38
Fuel Sales	5,482.69	28,394.90
Hangar Rent	4,649.50	23,609.75
Matching Funds 2016 Grant	0.00	8,000.00
Overnight Fees	0.00	30.00
Utilities Reimbursement	0.00	4,400.15
Total Income	-75,338.96	92,746.03
Expense		
Bank Service Charges	0.00	0.00
Consultant Fee	0.00	1,824.00
Credit Card Processing	121.62	689.94

FAA Grant Expense	0.00	19,016.00
Fuel Purchased		
100 AVGas	8,166.50	27,968.47
Jet-A	2,891.55	7,793.46
Unleaded	0.00	334.22
Total Fuel Purchased	11,058.05	36,096.15
Insurance Expense	0.00	2,165.00
Maintenance	125.00	2,499.30
Mowing	1,300.00	7,800.00
Office Expense		
Computer Expense	0.00	1,418.19
Office Supplies	56.86	324.55
Postage	22.95	131.78
Total Office Expense	79.81	1,874.52
Ohio EPA Reporting	885.00	5,740.00
Permits	0.00	1,350.00
Propane	321.16	1,969.89
Property Taxes	0.00	6,819.66
Repairs and Maintenance	792.48	4,138.58
Sales Tax		
Sales Tax Discount	-3.29	-14.66
Sales Tax - Other	438.90	1,721.57
Total Sales Tax	435.61	1,706.91
Secretary / Treasurer	75.00	600.00
Service Agreements	0.00	595.00
Snow Removal	0.00	2,600.00
Supplies	96.00	459.21
Utilities		
Electric	0.00	11,499.95
Telephone Expense	115.80	929.17
Water	176.15	942.78
Total Utilities	291.95	13,371.90
Website Expense	0.00	316.40
Total Expense	15,581.68	111,632.46
Net Ordinary Income	-90,920.64	-18,886.43
Net Income	-90,920.64	-18,886.43

Huron County Airport Authority

Date: 09/11/2016 Invoice Approval for 09/12/2016

Business Name	Invoice Date	Amount	Purchase	Check #
Beck, John	9/9/2016	125.00	Maintenance Retainer - August	3252
Frontier	8/28/2016	115.80	08/28/2016 - 09/27/2016	EFT
Goff, Marshall	9/9/2016	800.00	EPA Testing - August	3253
Huron County Chamber	9/9/2016	55.70	Copies	3260
Northern Ohio Rural Water	8/31/2016	149.02	07/13/2016 - 08/12/2016	3254
Ohio Business Gateway	9/1/2016	394.52	Sales Tax - August	EFT
Ohio Edison	8/30/2016	1,342.84	07/28/2016 - 08/26/2016	EFT
Sexton, Zack	9/11/2016	59.53	Gas / Oil Dri Absorant	3255
Sexton, Zack	9/9/2016	1,300.00	Grounds - September	3259
Tuffman Equipment	8/22/2016	8.86	Ford Fuel Filter	3256
Vaughn, Linda	9/9/2016	75.00	Secretary / Treasurer - August	3257
U.S. Postmaster	9/11/2016	47.00	Postage	3258
		<u>4,473.27</u>		