

Huron County Airport Authority  
Tentative Agenda  
For Regular Meeting, Monday – March 09, 2020 - 5:00 pm

Call Meeting to Order:

Roll Call:

Larry Silcox \_\_\_\_\_  
Harry Brady \_\_\_\_\_  
John Colvin \_\_\_\_\_

Motion to Excuse:

Public Comments:

Approval of Minutes from Regular Meeting: February 10, 2020

Operational and Financial Report: February 29, 2020

February 2020 Fuel Sales

AVGas:	\$ 1,211.24	Gallons:	250.81
Jet A:	\$ 240.31	Gallons:	63.24

As of February 29, 2020

**Total Income / Loss**

Cash in Bank:	35745-25
Net Income YTD:	37,364.14
Total Expenses YTD:	<u>13,060.00</u>
Net Income/ Loss YTD:	<u>24,304.14</u>

**Airport Income/ Loss**

Net Income YTD:	16,498.14
Total Expenses YTD:	<u>10,742.00</u>
Net Income/ Loss YTD:	<u>5,756.14</u>

**Grant Income/ Loss**

Net Income YTD:	20,866.00
Total Expenses YTD:	<u>2,318.00</u>
Net Income/ Loss YTD:	<u>18,548.00</u>

Approval of February 29, 2020 Financials

Approval to Pay Invoices: \$6,702.25

Old Business  
Consultant Report  
Update Rules and Regulations -Tabled  
Chamber Membership

New Business:  
Burnett's Estimate for blower motors

Date of next meeting: April 13, 2020 @ 5:00 pm

## February 10, 2020 Meeting Minutes

### Call to Order:

Present: Harry Brady, John Colvin

Harry Brady moved to excuse Larry Silcox. John Colvin seconded. Motion Passed.

### Public Comments:

Questioned price of Avgas at \$4.99. Price is \$4.80 - Prices are checked with surrounding airports

### Consultant Report:

ODOT rejected forms as submitted as they were outdated. New forms attached and need signature.

Final grant closeout letter received. Waiting for ODOT to process last payment.

Carryover letter submitted to ADO for FY2020 Grant

Harry Brady went to Detroit today – Master Plan is still in limbo – request economic study - send tenants to Commissioners for notification of public meeting – emailed to Terry Boose

### Public Comments:

Dennis Sokol asked about independent study as Terry Boose has wanted to close the airport even when a Commissioner in the past. FAA wanted to know why Master Plan did not address combining our airport with Willard

### Invoices:

John Colvin moved to approve invoices including purchase to new laptop for Airport. Harry Brady seconded. Motion Passed

### Huron County Airport Authority

#### Invoice Approval

Date: 2/10/2020

For Meeting on: 2/10/2020

Company	Date	Amount	Purchase	
Albrecht, Bill	2/1/2020	400.00	EPA Reporting - 2020 January	3760
Alloway	1/24/2020	61.20	12/04/2019 Analysis	3761
Beck Aviation	2/1/2020	151.25	Maintenance - 2020 January	3762
Effective Web	1/27/2020	150.00	Setup John Colvin's laptop	3763
Effective Web	2/7/2020	225.00	Setup John Colvin's laptop / Backup Treasurer laptop	3763
Effective Web	2/7/2020	585.00	New Dell Laptop	3763
Ferrellgas Frontier	1/2/2020	530.86	195.80 Gallons Propane	3765
Communications	1/28/2020	147.92	Service 01/28/2020 - 02/27/2020 Cleaning / Sumping - 2020 January	EFT 3766
Holtz, Mary	2/1/2020	250.00	Check WWTP Daily	3766
Holtz, Mary	2/1/2020	380.00	Supplies	3766
Holtz, Mary	2/1/2020	11.90	Snow Removal 01/18/2020	3767
Marett Snow Removal	1/30/2020	168.00	WWTP / Belts / Filters / Oil	3768
NAPA Auto	2/7/2020	142.39	Service 12/16/2019 - 01/15/2020	3769
Northern Ohio Rural Water	1/28/2020	81.63	Snap Quik	3770
Norwalk Ace Ohio Business Gateway	1/21/2020	7.98	2020 January Sales Tax	EFT
Ohio Edison	2/5/2020	71.38	2020 January Service	EFT
QTPod	1/30/2020	903.93	M4000 / Monthly Payment	EFT
Vaughn, Linda	2/15/2020	581.08	2020 January	3771
Vaughn, Linda	2/1/2020	200.00	File Folders for 2020	3771
Laser Images	2/6/2020	10.71	PRR Copies	3772
Brady, Harry	1/23/2020	21.80	Lunch FAA Meeting Romulus, MI	3773
	2/10/2020	11.11		
		<u>5,093.14</u>		
Erie Blacktop	Approved 01/13/2020	174,146.00	Will NOT be released until FAA Funds Received	3764

**Minutes:**

John Colvin moved to approve minutes. Harry Brady seconded. Motion Passed.

**Financials:**

John Colvin moved to approve financials. Harry Brady seconded. Motion Passed.

**Old Business:**

Table – Rules & Regulations

Table – Huron County Chamber membership

Roofs were coated this past week

**New Business:**

Straps on roof

**Adjourned:**

John Colvin moved to adjourn. Harry Brady seconded.

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Larry Silcox, President

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Linda Vaughn, Secretary, Treasurer

# Huron County Airport Authority Balance Sheet

As of February 29, 2020

10:50 AM

03/08/2020  
Cash  
Basis

Feb 29, 20

## ASSETS

### Current Assets

#### Checking/Savings

Civista 23825 35,745.25

Total Checking/Savings 35,745.25

#### Accounts Receivable

Accounts Receivable -783.50

Total Accounts Receivable -783.50

Total Current Assets 34,961.75

### Fixed Assets

#### Equipment

Equipment 29,675.52

Total Fixed Assets 29,675.52

**TOTAL ASSETS 64,637.27**

## LIABILITIES & EQUITY

### Equity

Opening Balance Equity 40,822.82

Retained Earnings -489.69

Net Income 24,304.14

Total Equity 64,637.27

**TOTAL LIABILITIES & EQUITY 64,637.27**

# Huron County Airport Authority Total Profit & Loss YTD

January through February 2020

10:52 AM

03/08/2020  
Cash  
Basis  
Jan - Feb  
20

Ordinary Income/Expense	
Income	
FAA Grant	20,866.00
Fuel Sales	2,436.14
Hangar Rent	13,687.75
Public Records Request Income	19.40
Utilities Reimbursement	<u>354.85</u>
Total Income	37,364.14
Expense	
Cleaning / Sump	500.00
Credit Card Processing	55.24
FAA Grant Expense	2,318.00
Maintenance	594.27
Office Expense	
Computer Expense	375.00
Office Supplies	<u>21.61</u>
Total Office Expense	396.61
Ohio EPA Reporting	861.20
Permits	200.00
Propane	530.86
Property Taxes	3,149.61
Public Records Request Expense	21.80
Repairs and Maintenance	1,376.11
Sales Tax	
Sales Tax Discount	-2.26
Sales Tax - Other	<u>301.74</u>
Total Sales Tax	299.48
Secretary / Treasurer	400.00
Snow Removal	168.00
Supplies	21.39
Travel Expenses	11.11
Utilities	
Electric	1,695.86
Telephone Expense	299.58
Water	<u>160.88</u>
Total Utilities	<u>2,156.32</u>
Total Expense	<u>13,060.00</u>
Net Ordinary Income	<u>24,304.14</u>
Net Income	<u><u>24,304.14</u></u>

# Huron County Airport Authority Airport Profit & Loss YTD

January through February 2020

11:03 AM

03/08/2020  
Cash  
Basis  
Jan - Feb  
20

Ordinary Income/Expense	
Income	
Fuel Sales	2,436.14
Hangar Rent	13,687.75
Public Records Request Income	19.40
Utilities Reimbursement	<u>354.85</u>
Total Income	16,498.14
Expense	
Cleaning / Sump	500.00
Credit Card Processing	55.24
Maintenance	594.27
Office Expense	
Computer Expense	375.00
Office Supplies	<u>21.61</u>
Total Office Expense	396.61
Ohio EPA Reporting	861.20
Permits	200.00
Propane	530.86
Property Taxes	3,149.61
Public Records Request Expense	21.80
Repairs and Maintenance	1,376.11
Sales Tax	
Sales Tax Discount	-2.26
Sales Tax - Other	<u>301.74</u>
Total Sales Tax	299.48
Secretary / Treasurer	400.00
Snow Removal	168.00
Supplies	21.39
Travel Expenses	11.11
Utilities	
Electric	1,695.86
Telephone Expense	299.58
Water	<u>160.88</u>
Total Utilities	<u>2,156.32</u>
Total Expense	<u>10,742.00</u>
Net Ordinary Income	<u>5,756.14</u>
Net Income	<u><u>5,756.14</u></u>

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

January through February 2020

11:05 AM  
03/08/2020  
Cash  
Basis  
Jan - Feb  
20

Ordinary Income/Expense	
Income	
FAA Grant	<u>20,866.00</u>
Total Income	20,866.00
Expense	
FAA Grant Expense	<u>2,318.00</u>
Total Expense	<u>2,318.00</u>
Net Ordinary Income	<u>18,548.00</u>
Net Income	<u><u>18,548.00</u></u>

Huron County Airport Authority

Invoice Approval

Date: 3/8/2020

For Meeting on: 3/9/2020

Company	Date	Amount	Purchase	
Albrecht, Bill	3/1/2020	400.00	EPA Reporting - 2020 February	
Beck Aviation	3/1/2020	151.25	Maintenance - 2020 February	
Burnett's Septic	12/4/2019	1,695.00	Skimmer pipe / Flow meter	
Burnett's Septic		191.00	Blower Motor	
Frontier Communications	2/28/2020	147.92	Service 02/28/2020 - 03/27/2020	EFT
Holtz, Mary	3/1/2020	250.00	Cleaning / Sumping - 2020 February	
Marett Snow Removal	2/28/2020	576.00	Snow Removal 02/13 & 02/27/2020	
Northern Ohio Rural Water	2/27/2020	351.82	Service 01/15/2020 - 02/13/2020	
Norwalk Ace	2/29/2020	6.99	Hasp	
Ohio Business Gateway	3/7/2020	104.45	2020 February Sales Tax	EFT
Ohio Edison	2/27/2020	978.39	2020 February Service	EFT
Pyatt's Petroleum	2/12/2020	452.00		
QTPod	3/15/2020	581.08	M4000 / Monthly Payment	EFT
Silcox, Larry	2/23/2020	47.11	Toner Cartridge	
Traveler	2/17/2020	371.00	Liability	
Vaughn, Linda	3/1/2020	200.00	2020 February	
Vaughn, Linda	3/1/2020	77.24	Checks	
Vaughn, Linda	3/1/2020	<u>121.00</u>	PRR	
		<u>6,702.25</u>		
Erie Blacktop	Approved 01/13/2020	20,659.31	Airport 5% share	