

Huron County Airport Authority  
Tentative Agenda  
For Regular Meeting, Monday, June 10, 2019 – 5:00pm

Call Meeting to Order:

Roll Call:

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

Motion to Excuse:

Public Comments:

Guest:

Approval of Minutes from Regular Meeting: May 13, 2019

Operational and Financial Report May 31, 2019

May 2019 Fuel Sales:

AVGas: \$ 5,470.65	Gallons: 1,187.30
Jet A: \$ 9,685.70	Gallons: 2,654.82

As of May 31, 2019

Cash in Bank:	\$ 36,041.88
Net Income YTD:	\$ 59,112.57
Total Expenses YTD:	\$176,369.43
Net Income/ Loss YTD:	\$(117,256.86)

Airport Income/ Loss

Net Income YTD:	\$ 46,770.23
Total Expenses YTD:	\$ 41,484.28
Net Income/ Loss YTD:	\$ 5,285.95

Grant Income/ Loss

Net Income YTD:	\$ 10,485.69
Total Expenses YTD:	\$ 134,885.15
Net Income/ Loss YTD:	\$(124,399.46)

Approval of May 31, 2019, 2019 Financials

Approval to Pay Invoices: \$ 24,972.46 (06/08/2019)

Approval to Pay Epic Fuels Invoice for AVGas purchased in June through the bank if invoice is not received by 06/10/2019.

Old Business:

Consultant Report

New Business:

Date of next meeting: July 08, 2019 @ 5:00 pm

## May 13, 2019 Meeting Minutes

Call to Order:

All Present

Public Comments:

Friends against shortening the runway. Harry Brady stated that he only attended 1 meeting for alternatives. His opinion was that the runway would be moved to the west.

Minutes:

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

Financials:

John Colvin moved to approve financials. Harry Brady seconded. Motion Passed. Fuel to be ordered for \$5,000.

Invoices:

Harry Brady moved to approve payment of invoices. John Colvin seconded. Motion Passed.

NORW is giving discounts for the water bills. Backflow and toilets have been fixed.

Old Business:

Water bill - shut off all water. Get port-a-pot – cost \$150.00. Get tablets to test where water leak is to try to isolate leak.

Grant – Commissioners would not sign because they would have to pay matching funds. ODOT OK with board to sign grant. Due 05/01/2019.

Blake's can clean out drain pipe.

Harry Brady moved to accept Public Records Request Policy. John Colvin seconded. Motion Passed. Adjust cost of copies if Commissioners raise price.

Consultant Report:

Bid application for Phase 2 opened with Erie Blacktop with best bid. Send application.

Allow President to submit response to Master Plan.

Allow signing of grant for Apron-Phase 2

Approve Michael Baker Inv #3

Approve Erie Blacktop Invoice #2 and #3

Approve submission of Grant Closeout for Taxiway Reconstruction to FAA.

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

New Business:

Underground storage tanks. BUSTER needs to check for condiments. Commissioners signed contract to do boring around tanks. To replace with above ground would be \$400,000.00.

Working on getting fuel filters.

Steve from Precision Aerial Ag Service, Inc. asked to put a portable office (20 x 10) temporary approval based on square footage of maintenance building. Fuel tank would have to be moved, but not until less fuel is in the tank. Copy of FBO proposal to board members.

Asked for permission to put stone in – total cost would be covered by Precision Aerial Ag Service, Inc. and temporary approval for office. Harry Brady moved to approved. John Colvin seconded. Motion Passed.

Angel Flight letter request updated information and post flyer. Board approved.

FAA request that Temporary Closure page 14 have 2019 which has been sent.

Pavement report to OEAAA.

Commissioners were asked to push and level dirt.

Runway lights checked and where they purchased.

Pancake breakfast with Young Eagles flights a week later on 08/18/2019 from 7 am to about 1 pm. Harry Brady moved to approve. John Colvin seconded. Motion Passed.

Adjourned.

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Larry Silcox, President

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Linda Vaughn, Secretary/Treasurer

**Huron County Airport Authority**  
**Balance Sheet**  
As of May 31, 2019

11:57 AM  
06/01/2019  
Cash Basis  
May 31, 19

**ASSETS**

**Current Assets**

**Checking/Savings**

Civista 23825 35,841.88

Prepaid Debit Card 200.00

**Total Checking/Savings** 36,041.88

**Accounts Receivable**

Accounts Receivable -7,336.67

**Total Accounts Receivable** -7,336.67

**Total Current Assets** 28,705.21

**Fixed Assets**

Equipment 5,810.80

**Total Fixed Assets** 5,810.80

**TOTAL ASSETS** 34,516.01

**LIABILITIES & EQUITY**

**Equity**

Opening Balance Equity 40,822.82

Retained Earnings 110,950.05

Net Income -117,256.86

**Total Equity** 34,516.01

**TOTAL LIABILITIES & EQUITY** 34,516.01

**Huron County Airport Authority**  
**Total Profit & Loss YTD**  
January through May 2019

12:08 PM  
06/01/2019  
Cash Basis  
Jan - May  
19

**Ordinary Income/Expense**

**Income**

Commercial Office Rent 3,300.00

Fuel Sales 24,442.07

Hangar Rent 18,504.55

Legal Reimbursement 1,856.65

ODOT Grant 10,485.69

Overnight Fees 40.00

Utilities Reimbursement 483.61

**Total Income** 59,112.57

**Expense**

Attorney Fees 700.00

Cleaning / Sump 1,000.00

Credit Card Processing 593.41

FAA Grant Expense 134,885.15

<b>Fuel Purchased</b>		
	<b>100 AVGas</b>	5,602.57
	<b>Jet-A</b>	<u>6,779.60</u>
<b>Total Fuel Purchased</b>		12,382.17
<b>Insurance Expense</b>		371.00
<b>Maintenance</b>		737.96
<b>Membership</b>		180.00
<b>Mowing</b>		1,200.00
<b>Office Expense</b>		
	<b>Computer Expense</b>	640.00
	<b>Office Supplies</b>	782.39
	<b>Postage</b>	<u>103.95</u>
<b>Total Office Expense</b>		1,526.34
<b>Ohio EPA Reporting</b>		2,123.00
<b>Permits</b>		1,250.00
<b>Propane</b>		1,929.74
<b>Property Taxes</b>		6,196.70
<b>Public Records Request Expense</b>		10.00
<b>Repairs and Maintenance</b>		483.95
<b>Sales Tax</b>		
	<b>Sales Tax Discount</b>	-7.75
	<b>Sales Tax - Other</b>	<u>814.93</u>
<b>Total Sales Tax</b>		807.18
<b>Secretary / Treasurer</b>		1,200.00
<b>Snow Removal</b>		1,272.50
<b>Supplies</b>		37.29
<b>Utilities</b>		
	<b>Electric</b>	4,135.87
	<b>Telephone Expense</b>	696.51
	<b>Water</b>	<u>2,614.66</u>
<b>Total Utilities</b>		7,447.04
<b>Website Expense</b>		<u>36.00</u>
<b>Total Expense</b>		<u>176,369.43</u>
<b>Net Ordinary Income</b>		<u>-117,256.86</u>
<b>Net Income</b>		<u><u>-117,256.86</u></u>

**Huron County Airport Authority**  
**Airport Profit & Loss YTD**  
January through May 2019

12:03 PM  
06/01/2019  
Cash Basis  
Jan - May  
19

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Commercial Office Rent</b>	3,300.00
<b>Fuel Sales</b>	24,442.07
<b>Hangar Rent</b>	18,504.55

Overnight Fees		40.00
Utilities Reimbursement		<u>483.61</u>
Total Income		46,770.23
Expense		
Attorney Fees		700.00
Cleaning / Sump		1,000.00
Credit Card Processing		593.41
Fuel Purchased		
	100 AVGas	5,602.57
	Jet-A	<u>6,779.60</u>
Total Fuel Purchased		12,382.17
Insurance Expense		371.00
Maintenance		737.96
Membership		180.00
Mowing		1,200.00
Office Expense		
	Computer Expense	640.00
	Office Supplies	782.39
	Postage	<u>103.95</u>
Total Office Expense		1,526.34
Ohio EPA Reporting		2,123.00
Permits		1,250.00
Propane		1,929.74
Property Taxes		6,196.70
Public Records Request Expense		10.00
Repairs and Maintenance		483.95
Sales Tax		
	Sales Tax Discount	-7.75
	Sales Tax - Other	<u>814.93</u>
Total Sales Tax		807.18
Secretary / Treasurer		1,200.00
Snow Removal		1,272.50
Supplies		37.29
Utilities		
	Electric	4,135.87
	Telephone Expense	696.51
	Water	<u>2,614.66</u>
Total Utilities		7,447.04
Website Expense		<u>36.00</u>
Total Expense		<u>41,484.28</u>
Net Ordinary Income		<u>5,285.95</u>
Net Income		<u><u>5,285.95</u></u>

# Grants Profit & Loss YTD

January through May 2019

06/01/2019

Cash Basis  
Jan - May  
19

Ordinary Income/Expense	
Income	
ODOT Grant	<u>10,485.69</u>
Total Income	10,485.69
Expense	
FAA Grant Expense	<u>134,885.15</u>
Total Expense	<u>134,885.15</u>
Net Ordinary Income	<u>-124,399.46</u>
Net Income	<u><u>-124,399.46</u></u>

**Huron County Airport Authority**

**Invoice Approval**

Date: 6/8/2019

For Meeting on: 6/10/2019

<b>Company</b>	<b>Date</b>	<b>Amount</b>	<b>Purchase</b>	
Albrecht, Bill	6/1/2019	400.00	EPA Reporting - 2019 May	
Beck Aviation	6/1/2019	151.25	Maintenance - 2019 May	
Blake's Sanitation	5/24/2019	150.00	Clean Drain Line	
Epic Fuels	5/20/2019	4,735.06	1,098 Gallons Avgas	
Epic Fuels	6/4/2019	7,388.93	2,994 Gallons JetA	
Erie Blacktop	5/17/2019	6,502.79	Asphalt Paving Taxiway B	
Effective Web	5/14/2019	232.50	PRR Emails	
Frontier Communications	5/28/2019	144.27	Service 05/28/2019 - 06/27/2019	EFT
Great Lakes Electric	4/18/2019	601.51	Exit Sign Replaced	
Holtz, Mary	6/1/2019	250.00	Cleaning / Sumping - 2019 May	
Holtz, Mary	6/1/2019	950.00	Mowing - 2019 May	
Holtz, Mary	6/1/2019	200.00	12 Acres	
Holtz, Mary	6/1/2019	75.17	Maintenance Supplies	<u>                    </u>
Holtz, Mary	6/1/2019	4.83	Cleaning Supplies	<u>                    1,480.00</u>
Hicks, Tom	6/1/2019	250.00	John Deere X-540 Repair	
Laser Images	5/16/2019	10.00	Invoice Scans 2019-05	
Northern Ohio Rural Water	5/28/2019	108.97	Service 04/15/2019 - 05/15/2019	
Ohio Business Gateway	6/5/2019	1,090.59	2019 May Sales Tax	EFT
Ohio Edison	6/3/2019	886.33	2019 May Service	EFT
QTPod	6/15/2019	581.08	M4000 / Monthly Payment	EFT
Silcox, Larry	6/5/2019	59.18	Mileage to Detroit / Copies	
Vaughn, Linda	6/1/2019	200.00	2019 May	
Vaughn, Linda	6/1/2019	346.50	PRR 03/25/2019 - 05/25/2019	
Vaughn, Linda	6/1/2019	<u>230.77</u>	Becker / Fuel Filters	
		<u>24,972.46</u>		