

**AGENDA  
HASTINGS CITY / BARRY COUNTY AIRPORT COMMISSION  
REGULAR MEETING**

**August 28, 2024  
Hastings City/Barry County Airport  
2505 Murphy Drive, Hastings, MI 49058**

1. Call to Order at 4:30 p.m.
2. Pledge of Allegiance
3. Roll Call
4. \*Approval of Agenda
5. \*\*Limited Public Comment
6. Sean Thompson, Meade and Hunt – New Terminal Building Project Update
7. \*Meeting Minutes
  - A. \*Consider approval of the July 24, 2024 Regular Meeting Minutes
  - B. \*Consider approval of the August 2, 2024 Special Meeting Minutes
8. Financial Reports
  - A. \*Consider approval of the July 2024 Financial Report
9. Old Business
  - A. Designating an Airport Commission Member as Authorized Signatory for Airport Commission
  - B. Reimbursement of Assistant Manager Training Compensation
10. New Business
  - A. Airport Rules & Regulations
  - B. Overnight Fee Schedule
  - C. Camping in Approved Areas
11. Airport Manager's Report
12. Hastings Flying Association Report
13. Board Comments
14. \*\* Limited Public Comment
15. Adjournment

\* Indicates Attachment

**\*\* Guidelines for Public Comment**

Public Comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard. All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

**Hastings City/Barry County Airport Commission**  
**Draft Meeting Minutes**  
**July 24, 2024**

**Call to Order.** The meeting was called to order by Chairperson Holley at 4:30 p.m.

**Pledge of Allegiance.** Holley led the Pledge of Allegiance.

**Roll Call.** Roll was taken. Members Present: Holley, Resseguie, Smelker, Teunessen, Tossava.  
Member Absent: None.

**Approval of Agenda.** Teunessen requested that Jerin Voshell be interviewed under item 8A. Tossava requested that deliberation take place following the interviews.

Motion by Tossava, Second by Resseguie to approve the amended agenda for the July 24, 2024 meeting to add an interview with Jerin Voshell and to add item 8B Deliberations. All members present voting yes; motion carried.

**Limited Public Comment.** No public comment was received.

**Approval of Minutes.** There were no modifications proposed for the draft minutes of the June 26, 2024 regular meeting or the July 8, 2024 special meeting of the Airport Commission.

Motion by Teunessen, Second by Smelker to approve the minutes from the June 26, 2024 regular meeting of the Airport Commission as presented. All members present voting yes; motion carried.

Motion by Tossava, Second by Teunessen to approve the minutes from the July 8, 2024 special meeting of the Airport Commission as presented. All members present voting yes; motion carried.

**Financial Reports.**

Motion by Smelker, Second by Teunessen to accept and place on file the financial report for June 2024. All members present voting yes; motion carried.

**Old Business.** Interviews for Airport Management Services.

Motion by Resseguie, Second by Smelker for candidates not presently being interviewed to remain outside the meeting room while interviews are taking place. All members present voting yes; motion carried.

8Ai – The Commission interviewed Giacinto Lucci.

8Aii – The Commission interviewed Jerin Voshell.

Motion by Tossava, Second by Resseguie to hold a five-minute recess. All members present voting yes; motion carried. The meeting recessed at 5:12 p.m. Chairperson Holley called the meeting back to order at 5:18 p.m.

8Aiii – The Commission interviewed Mark Noteboom.

8B – Deliberations. The Commission began deliberating on the candidates. Discussion was held.

Motion by Tossava, Second by Smelker to make a tentative agreement with Gino Lucci to serve as the Airport Manager and to appoint David Tossava and Bob Teunessen to begin negotiations on the contract for services.

Roll Call:

Ayes: Smelker, Teunessen, Tossava, Resseguie.

Nays: Holley.

Absent: None.

Motion carried.

It was noted by the Commission that the agreement with Mark Noteboom would expire at the end of July.

**New Business.** The letter included in the packet regarding Federal Aviation Administration aircraft registration was noted. It was confirmed by Noteboom that Stephanie Fekkes had been added to the hangar lease.

**Airport Manager's Report.** Noteboom provided comments on his written report. Noteboom requested that a commissioner or two inspect all equipment at the airport on his final day as manager. It was decided that Tossava would meet with Noteboom to review the equipment.

**Board Comments.** None.

**Limited Public Comment.** John Coakley and Tim Voshell provided comments to the commission.

**Adjournment.**

Motion by Tossava, Second by Resseguie to adjourn the meeting. All members present voting yes; motion carried. Meeting adjourned at 6:02 p.m.

**Hastings City/Barry County Airport Commission**  
**Draft Meeting Minutes**  
**August 2, 2024**  
**Special Meeting**

**Call to Order.** The meeting was called to order by Vice-Chair Teunessen at 3:00 p.m.

**Pledge of Allegiance.** Teunessen led the Pledge of Allegiance.

**Roll Call.** Roll was taken. Members Present: Smelker, Teunessen, Tossava. Member Absent: Resseguie.

**Approval of Agenda.** Motion by Tossava, Second by Smelker to approve the agenda for the August 2, 2024 meeting as presented. All members present voting yes; motion carried.

**Limited Public Comment.** No public comment was received.

**Approval of Minutes.** There were no modifications proposed for the draft minutes of the June

**New Business.**

The management service contract was presented to the Airport Commission with modifications as negotiated. It was noted that this is presently a month to month contract and that the City Council and Board of Commissioners would need to approve a multi-term contract. Discussion was held.

Motion by Tossava, Second by Smelker to approve the contract as presented. All members present voting yes; motion carried.

The Commission discussed the vacancy on the Airport Commission due to the resignation of Ron Holley. It was the consensus of the Commission that the County's procedures would be followed for soliciting applications and that applications would be accepted through the end of August with the intent to make an appointment at the September regular meeting.

**Board Comments.**

Smelker stated that he was happy security was not needed at the meeting. Tossava noted that a new signer would need to be designated for existing contracts. Teunessen expressed gratitude for Ron Holley's many years of service to the airport board and expressed confidence in Gino's abilities as airport manager.

**Adjournment.**

Motion by Tossava, Second by Smelker to adjourn the meeting. All members present voting yes; motion carried. Meeting adjourned at 3:14 p.m.

Revenue Status Report

revstat.rpt  
08/12/2024 7:57AM  
Periods: 7 through 7

BARRY COUNTY  
7/1/2024 through 7/31/2024

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
295 AIRPORT FUND					
000 DEPT					
000-553-000 STATE GRANT	0.00	0.00	0.00	0.00	0.00
000-580-000 CONTRIBUTIONS FROM LOCAL UNITS CONT	100,000.00	0.00	0.00	100,000.00	0.00
000-608-000 HANGER RENT & TIE DOWN FEES	155,000.00	12,837.80	113,191.20	41,808.80	73.03
000-609-050 OTHER	250.00	0.00	0.00	250.00	0.00
000-648-000 SALE OF GAS	225,000.00	24,688.45	140,792.35	84,207.65	62.57
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	17,175.00	450.00	27,756.00	-10,581.00	161.61
000-679-010 MISC REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
000-699-000 APPROPRIATION TRANSFER IN CONTROL	100,000.00	0.00	100,000.00	0.00	100.00
Total AIRPORT FUND	597,425.00	37,976.25	381,739.55	215,685.45	63.90

**Grand Total** 597,425.00 37,976.25 381,739.55 215,685.45 63.90

BARRY COUNTY  
EXPENDITURE VS BUDGET REPORT

PERIOD ENDING 7/2024 FISCAL PERIOD 7 YEAR 2024

FUND 295 AIRPORT FUND	FUND ACCOUNT # DESCRIPTION	BUDGETED EXPENSE	ACTUAL MTD	ACTUAL YTD	BUDGET REMAINING	PERCENT REMAINING
895 AIRPORT	708 000	85,000.00	8,583.33	60,083.31	24,916.69	29.31%
	<b>TOTAL PAYROLL EXPENDITURES</b>	<b>85,000.00</b>	<b>8,583.33</b>	<b>60,083.31</b>	<b>24,916.69</b>	<b>29.31%</b>
	727 000	800.00	93.98	238.30	561.70	70.21%
	729 000	180.00	0.00	0.00	180.00	100.00%
	734 000	13,500.00	349.89	2,884.79	10,615.21	78.63%
	745 000	500.00	0.00	0.00	500.00	100.00%
	748 000	500.00	42.46	228.03	271.97	54.39%
	802 010	0.00	0.00	6,500.00	-6,500.00	0.00%
	806 000	4,000.00	0.00	0.00	4,000.00	100.00%
	807 000	1,200.00	0.00	51.00	1,149.00	95.75%
	808 000	0.00	0.00	0.00	0.00	0.00%
	809 000	1,650.00	0.00	1,195.00	455.00	27.58%
	816 000	0.00	0.00	0.00	0.00	0.00%
	851 000	100.00	124.99	874.93	-774.93	-774.93%
	910 000	8,100.00	0.00	1,049.95	7,050.05	87.04%
	921 000	12,000.00	727.76	6,419.24	5,580.76	46.51%
	925 000	750.00	55.00	385.00	365.00	48.67%
	931 000	4,500.00	0.00	126.68	4,373.32	97.18%
	932 000	4,000.00	38.05	2,186.35	1,813.65	45.34%
	960 000	1,000.00	421.63	2,179.13	-1,179.13	-117.91%
	960 100	6,750.00	622.50	3,421.45	3,328.55	49.31%
	974 000	6,500.00	1,676.00	1,875.98	4,624.02	71.14%
	975 000	0.00	0.00	0.00	0.00	0.00%
	976 000	15,000.00	0.00	0.00	15,000.00	100.00%
	977 000	33,675.00	0.00	19,106.21	14,568.79	43.26%
	979 000	415,000.00	0.00	196,380.68	218,619.32	52.68%
	979 010	200,000.00	7,424.99	85,893.42	114,106.58	57.05%
	990 000	0.00	0.00	0.00	0.00	0.00%
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>729,705.00</b>	<b>11,577.25</b>	<b>330,996.14</b>	<b>398,708.86</b>	<b>54.64%</b>
	<b>895 AIRPORT TOTAL DEPARTMENT</b>	<b>814,705.00</b>	<b>20,160.58</b>	<b>391,079.45</b>	<b>423,625.55</b>	<b>52.00%</b>
	<b>295 AIRPORT FUND TOTAL FUND</b>	<b>814,705.00</b>	<b>20,160.58</b>	<b>391,079.45</b>	<b>423,625.55</b>	<b>52.00%</b>

**ACCUMULATED PAID LIST**  
 Period Ending 7/2024 Fiscal Period 7 Year 2024

**BARRY COUNTY**  
08/01/2024

**295 AIRPORT FUND**

**895 AIRPORT**  
**295-895-708-000**

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
041972	JULY24	295-895-708-000	AIRPORT/MONTHLY	\$8,583.33	343894	07/03/2024
			<b>ACCOUNT TOTAL</b>	<b>8,583.33</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$8,583.33</b>		
041972	07/16/2024	295-895-727-000	AIRPORT/MOWER BLADES	\$93.98	344164	07/18/2024
			<b>ACCOUNT TOTAL</b>	<b>93.98</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$93.98</b>		
034865	07/16/2024	295-895-748-000	AIRPORT/MISC. SUPPLIES	\$42.46	344147	07/18/2024
			<b>ACCOUNT TOTAL</b>	<b>42.46</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$42.46</b>		
056933	JULY24	295-895-851-000	AIRPORT/AUG./1351022	\$124.99	344090	07/11/2024
			<b>ACCOUNT TOTAL</b>	<b>124.99</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$124.99</b>		
008300	07/09/2024	295-895-921-000	AIRPORT/100026751378	\$16.00	344006	07/11/2024
008300	07/16/2024	295-895-921-000	AIRPORT#1030 4511 8215	\$16.00	344124	07/18/2024
014546	07/16/2024	295-895-921-000	AIRPORT/ENERGY USE	\$695.76	344143	07/18/2024
			<b>ACCOUNT TOTAL</b>	<b>727.76</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$727.76</b>		
051099	JULY	295-895-925-000	AIRPORT/TRASH/JCOM0050	\$55.00	344038	07/11/2024
			<b>ACCOUNT TOTAL</b>	<b>55.00</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$55.00</b>		
041972	7/8/24	295-895-932-000	AIRPORT/HIGH VOLTAGE SIGNS	\$38.05	344047	07/11/2024
			<b>ACCOUNT TOTAL</b>	<b>38.05</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$38.05</b>		
029050	07/10/2024	295-895-960-000	AIRPORT/NEIGHBORS/LATE FEE	\$152.53	344064	07/11/2024
057337	07/10/2024	295-895-960-000	MISC./PUBLIC HRG. BROWNFIELD	\$103.50	344094	07/11/2024
057337	07/10/2024	295-895-960-000	AIRPORT/LETTERS 6/8 - 6/22	\$165.60	344094	07/11/2024
			<b>ACCOUNT TOTAL</b>	<b>421.63</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$421.63</b>		
023395	07/16/2024	295-895-974-000	AIRPORT/AERO LOC SPONSOR DEPO	\$1,676.00	344179	07/18/2024
			<b>ACCOUNT TOTAL</b>	<b>1,676.00</b>		
			<b>DEPARTMENT TOTAL</b>	<b>\$1,676.00</b>		

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
020727995	07/01/2024	295-895-979-010	AIRPORT/JET FUEL	\$7,424.99	343847	07/03/2024
			ACCOUNT TOTAL	7,424.99		
			DEPARTMENT TOTAL	\$7,424.99		
			FUND TOTAL	\$19,188.19		
			Add Sales Tax	349.89		
			Add Bank/Credit Card Fees	<u>622.50</u>		
			TOTAL	\$20,160.58		

295 AIRPORT FUND

895 AIRPORT  
295-895-979-010

046076 AVFUEL CORP.