

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: November 27, 2013 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

ROLL CALL: Tim Palosaari, (Absent) Albert Koskela, Tom Tikkanen

ATTENDEES: Dennis Hext, Airport Manager, Eric Forsberg, Dennis Juppe, (Primary Airport Services) Russ Erkkila, Rose Keranen, and Karen Anderson.

AGENDA: A motion was made by Tom Tikkanen and seconded by Al Koskela to approve the agenda as presented.

Motion Carried Unanimously

MINUTES: A motion was made by Tom Tikkanen and seconded by Al Koskela to approve the October 31, 2013 regular airport meeting minutes.

Motion Carried Unanimously

BILLS: A motion was made by Tom Tikkanen and seconded by Al Koskela to approve and pay the bills in the amount of \$26,574.90 for the airport and \$2,699.36 for the water and sewer fund.

Motion Carried Unanimously

Roll Call – Al Koskela – (YES) Tom Tikkanen – (YES)

FINANCIAL REPORT: Eric Forsberg, County Controller, presented the Airport and Water & Sewer financial reports for the month of October.

PUBLIC COMMENTS:

OLD BUSINESS:

NEW BUSINESS:

New Business, Agenda Item A, “Mead & Hunt, Third Progress Payment, design and Administration Services, CMX Design North Terminal Apron Reconstruction, Project R2799300-130536.01, Fed. 3813/C116. –The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 239567 in the amount of \$10,635.75 for submittal to MDOT for processing and payment to Mead & Hunt Engineering for the Third progress payment, Design and Administration Services, CMX Design North Terminal Apron Reconstruction. The cost is reimbursable using AIP/PFC funds. Sponsor share is 2.5% which is reimbursable using PFC funds.

A motion was made by Tom Tikkanen and seconded by Al Koskela to approve the request.

Motion Carried Unanimously

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New Business, Agenda Item B, "Taxiway A Reconstruction Contract Modification No. 1 (Fed. 3712). –The Airport Manager requested approval to have the Airport Committee Chairman sign contract modification number 1 for work on taxiway A. The modification reduces the total amount of the project by \$51,458.52.

A motion was made by Tom Tikkanen and seconded by Al Koskela to approve the request.

Motion Carried Unanimously

"New Business Agenda Item C, "Water/Sewage Report." – For the period from October 17, 2013 to November 14, 2013 daily I&I was 4,952 gallons and water loss for the month was - 19,000. The reason for "no water loss" during the reporting period is because we are only pulling water from the tank. 2012 I&I 4952.....2012 water loss – 115,680.

"New Business Agenda Item D, "Airline Monthly Statistics." – For the month of October, 2013 SkyWest enplaned 2,294 passengers and deplaned 2,093. Last year in October SkyWest enplanements were 2,333 compared to this year's enplanements of 2,294 a decrease of 39 passengers or 1.5%.

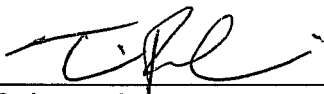
PUBLIC COMMENTS:

NEXT MEETING: The next meeting will be held December 26, 2013 in the airport conference room at 4:00 PM.

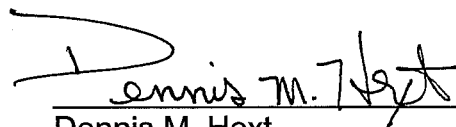
ADJOURNMENT: A motion was made by Tom Tikkanen and seconded by Al Koskela to adjourn the meeting at 4:21PM.

Minutes approved by:

Recorded by:



Tim Palosaari
Airport Committee Chairman



Dennis M. Hext
Airport Manager