

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: January 30, 2014 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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**ROLL CALL:** Anton Pintar – Present, Scott Ala – Present Tom Tikkanen - Present

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

**CHAIRMAN NOMINATIONS:** The Airport Manager asked for any nominations for Airport Committee Chairman. Anton Pintar nominated Tom Tikkanen, Scott Ala supported the nomination and Tom Tikkanen accepted. Having heard no other nominations Scott Ala recommended nominations be closed.

A motion was made by Anton Pintar and seconded by Scott Ala to approve Tom Tikkanen as Airport Committee Chairman.

**Motion Carried Unanimously**

**VICE CHAIRMAN NOMINATIONS:** Scott Ala nominated Anton Pintar as the Airport Vice Chairman. Tom Tikkanen asked for any other nominations. Having heard no other nominations Chairman Tikkanen closed nominations. A motion was made by Tom Tikkanen and seconded by Scott Ala to approve Anton Pintar as Vice Chairman

**Motion Carried Unanimously**

**AGENDA:** A motion was made by Scott Ala and seconded by Anton Pintar to approve the agenda as presented.

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Scott Ala and seconded by Anton Pintar to approve the December 26, 2013 regular airport meeting minutes as presented.

**Motion Carried Unanimously**

**BILLS:** A motion was made by Anton Pintar and seconded by Scott Ala to approve and pay the bills as presented.

**Motion Carried Unanimously**

Roll Call – Anton Pintar – YES Scott Ala – YES Tom Tikkanen – YES

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

**PUBLIC COMMENTS:**

**OLD BUSINESS:**

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**NEW BUSINESS:**

**New Business, Agenda Item A, “Heater replacement Sand Storage building”.** – The Sand Storage building has a forced air natural gas unit heater which needs to be replaced because it has a cracked plenum. At the December meeting bids were received to replace the unit heater however, the Committee requested bids to replace the heating system with radiant heat. It was felt radiant heat would be more efficient than the current heating system. It was decided if the cost of radiant heat was not economically feasible the successful bid from Northern Heating & Plumbing for the Unit Heater would be accepted.

Bids to replace the system with radiant heat were as follows:

William Hyrkas Plumbing & Heating -	2 Infrared Heaters 60,000 BTU	\$3,490.00
	2 Infrared Heaters 100,000 BTU	\$3,690.00
Bob’s Sheet Metal	2 Infrared Heaters 60,000 BTU	\$4,199.00
	2 Infrared Heaters 100,000 BTU	\$4,499.00
Northern Heating & Plumbing	2 Infrared Heaters 60,000 BTU	\$5,484.00
	2 Infrared Heaters 100,000 BTU	\$6,215.00

The bid to replace the Unit Heater at the December meeting was \$2,394.00 from Northern Heating & Plumbing. The Committee decided to go with the unit heater instead of radiant heat since the heater replacement was unexpected and not a budgeted item.

A motion was made by Scott Ala and seconded by Anton Pintar to accept the bid from Northern heating and Plumbing for \$2,394.00 to replace the Unit heater.

**Motion Carried Unanimously**

**New Business, Agenda Item B, “North Terminal Apron Reconstruction Plan approval.”** – The Airport Manager requested approval to have the Airport Committee Chairman approve the plans for the reconstruction of the North Terminal Apron. The project is scheduled for the summer pending funding under the FAA Airport Improvement Plan (AIP) grant program.

A motion was made by Scott Ala and seconded by Anton Pintar to approve the request.

**Motion Carried Unanimously**

**New Business, Agenda Item C, “A1 Drywall First Progress Payment, Building 7 Exterior Rehabilitation.** – The Airport Manager requested approval to have the Airport Committee Chairman sign the invoice from A1 Drywall for \$6,645.48 for processing and payment for the first progress payment, building 7 exterior rehabilitation. The cost is a budgeted item using Car Facility Charges (CFC) funds.

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A motion was made by Scott Ala and seconded by Anton Pintar to approve the request.

**Motion Carried Unanimously**

**New Business, Agenda Item D, “Mead & Hunt, Third Progress Payment, CMX Design Conservation Easement Mitigation, Project R2799300-120248.01, Fed. 3813/ENV.** – The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 240855 in the amount of \$850.38 for submittal to MDOT for processing and payment to Mead & Hunt Engineering for the third progress payment, Design Services, CMX Design Conservation Easement Mitigation. The cost is reimbursable using AIP/PFC funds. Sponsor share is 2.5% which is reimbursable using PFC funds.

A motion was made by Scott Ala and seconded by Anton Pintar to approve the request.

**Motion Carried Unanimously**

**New Business, Agenda Item E, “Mead & Hunt, Fourth Progress Payment, CMX Design North Terminal Apron Reconstruction, Project R2799300-100536.01, Fed. 3813/C116.** – The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 240842 in the amount of \$21,271.50 for submittal to MDOT for processing and payment to Mead & Hunt Engineering for the fourth progress payment, Design 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 Scott Ala and seconded by Anton Pintar to approve the request.

**Motion Carried Unanimously**

**“New Business Agenda Item F, “Water/Sewage Report.”** – For the period from December 20, 2013 to January 16, 2014 daily I&I was 7,159 gallons and water loss for the month was 75,990 gallons. 2013 I&I 6,544.....2013 water loss 165,000.

**“New Business Agenda Item G, “Torch Lake Area Sewage Authority Increase.”** – At the regular meeting of the Torch Lake Area Sewage Authority (TLSA) held on January 27, 2014 a resolution was passed to increase the commodity charge for sewage from \$4.76 per 1,000 gallons to \$6.42 per 1,000 gallons with a minimum of 4,000 gallons to be billed monthly effective March 1, 2014. On June 10, 2013 the Michigan American Water Company also raised their rates by 4.97%. Both increases are the result of operational cost increases and infrastructure investments in the systems. The Airport purchases water from Michigan American Water Company for its customers. The Airport also is billed by TLSA for the cost of treating sewage sent to their system from the airport industrial park and airport complex.

The Airport Committee decided not to increase water rates in response to the Michigan American Water Company increase in June. The Committee felt the Airport Water system rate structure could handle the increase due to recent repairs and infrastructure enhancements.

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Nevertheless, due to the additional rate increase from the TLSA it is unlikely the current rate structure will support the operational costs of the systems. The Committee asked the Airport Manager to audit the Airport water and sewer system operational costs and present a rate increase proposal at the February meeting for consideration by the Committee.

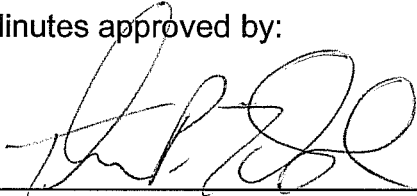
**“New Business Agenda Item E, “Airline Monthly Statistics.”** – For the month of December, 2013 SkyWest enplaned 1,898 passengers and deplaned 1,814. Last year in December SkyWest enplanements were 2,130 compared to this year’s enplanements of 1,898 a decrease of 232 passengers or 10%. SkyWest experienced 14 cancellations during the month which was a major contributing factor for the decrease. Last year SkyWest experienced only 4 cancellations.

**PUBLIC COMMENTS:**

**NEXT MEETING:** The next meeting will be held February 27, 2014 in the airport conference room at 4:00 PM.

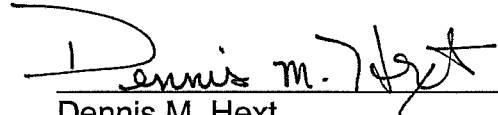
**ADJOURNMENT:** A motion was made by Scott Ala and seconded by Anton Pintar to adjourn the meeting at 5:21PM.

Minutes approved by:



Tom Tikkanen  
Airport Committee Chairman

Recorded by:



Dennis M. Hext  
Airport Manager