

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: August 28, 2014 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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

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

AGENDA: A motion was made by Anton Pintar and seconded by Scott Ala 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 July 31, 2014 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 Tom Tikkanen – YES Scott Ala - YES

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

PUBLIC COMMENTS:

OLD BUSINESS:

NEW BUSINESS:

New Business, Agenda Item A, “Hangar Proposal”. – On March 27, 2008 the Airport Committee approved a resolution to conduct a terminal renovation study. The study analyzed the feasibility of expanding, renovating and or modifying the existing terminal. The study concluded that a new terminal building should be built on the northerly side of the existing terminal adjacent to taxiway C. The Airport Committee agreed to continue with the planning and development of a new terminal complex. FAA approval of the study was received in 2013. The next step in the process is to conduct a terminal replacement cost benefit analysis. The cost to conduct the benefit cost analysis would need to be paid for using County funds. Once the terminal project is implicated the costs to conduct the benefit cost analysis would be reimbursable using AIP/PFC funds. The cost for Mead & Hunt to conduct the study is \$41,000. This item was brought up at the February meeting and the Committee decided to make a decision at the August meeting after the budget was solidified for 2015. The Airport Manager requested a motion to approve the allocation of funds to hire Mead & Hunt to conduct the study.

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A motion was made by Anton Pintar and seconded by Scott Ala to approve the request and bring the item to the County Board meeting as a recommendation to approve the request. .

Motion Carried Unanimously

New Business, Agenda Item B, “Wildlife Hazard Management Training”. – The Airport Manager requested permission to attend wildlife hazard management training at the Rhinelander Oneida County Airport September 30, 2014. The training is a budgeted item and an FAA requirement.

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

Motion Carried Unanimously

New Business, Agenda Item C, “Mead & Hunt, Fifth Progress Payment, CMX CA GA Apron Reconstruction, Project R2799300-120618.02, Fed. 3813/C115. – The Airport manager requested approval to have the Airport Committee Chairman sign invoice 245361 in the amount of \$32,030.85 for submittal to MDOT for processing and payment for work performed by Mead & Hunt Engineering. 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 D, “Mead & Hunt, Final 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 245376 in the amount of \$3,209.00 for submittal to MDOT for processing and payment for work performed by Mead & Hunt Engineering. 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

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New Business, Agenda Item E, "Mead & Hunt, Second Progress Payment, CMX CA North Terminal Apron Reconstruction, Project R2799300-130536.02, Fed. 3914/C118. – The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 245362 in the amount of \$15,270.25 for submittal to MDOT for processing and payment for work performed by Mead & Hunt Engineering. 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

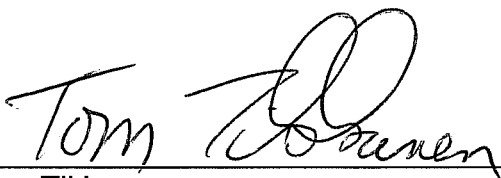
"New Business Agenda Item F, "Airline Monthly Statistics." – For the month of July, 2014 SkyWest enplaned 2,600 passengers and deplaned 2,659. Last year in July SkyWest enplanements were 2,862 compared to this year's enplanements of 2,600 a decrease of 262 passengers or 9.0%. SkyWest experienced 2 cancellations during the month compared to 3 in July of 2013. It is important to note in July of 2013 SkyWest operated 3 daily flights while in 2014 only 2 daily flights operated. Sun Country, (Riverside Resort and Casino) enplaned and deplaned 125 passengers.

NEXT MEETING: The next meeting will be held September 25, 2014 in the airport conference room at 4:00 PM.

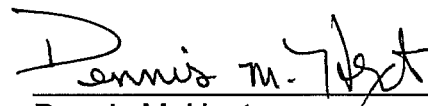
ADJOURNMENT: A motion was made by Scott Ala and seconded by Anton Pintar to adjourn the meeting at 4:32PM.

Minutes approved by:

Recorded by:



Tom Tikkanen
Airport Committee Chairman



Dennis M. Hext
Airport Manager