

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: September 25, 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, Bill Voght, Karen Anderson, Kirby Juntila, (REA) Kristine Weidner, (Century 21 North Country) and Rose Keranen.

AGENDA: A motion was made by Anton Pintar and seconded by Scott Ala to approve the agenda with additions.

Motion Carried Unanimously

MINUTES: A motion was made by Anton Pintar and seconded by Scott Ala to approve the August 28, 2014 regular airport meeting minutes as presented.

Motion Carried Unanimously

BILLS: A motion was made by Scott Ala and seconded by Anton Pintar 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 August.

PUBLIC COMMENTS:

OLD BUSINESS:

NEW BUSINESS:

New Business, Agenda Item A, “REA Update”. – Kirby Juntila representing Ontonagon County Rural Electrification Association (OCREA) updated the Committee on expansion plans to build a substation, connect to a transmission line owned by American Transmission Company (ATC) and run a new transmission line from the new substation to the Airport Industrial Park. REA wanted to begin construction of the substation in the fall of 2015 however, DEQ wetland requirements have slowed the process so it is unlikely to be constructed until 2016.

New Business, Agenda Item B, “Century-21 North Country Contract Amendments Airport Industrial Park lots”. – Kristine Weidner representing Century 21 North Country real estate provided an update on the real estate market for industrial lots and the progress of the lots in the Airport Industrial Park. The Airport Manger requested permission to have the Airport Committee Chairman sign realtor contract amendments for the Airport Industrial park lots between the Airport and Century 21 North Country. The amendments extend the term of the agreements to 10/4/15 with the remainder of the agreement unchanged.

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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 C, "Mead & Hunt, Third 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 246059 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 D, "Water/Sewage Report." – For the period from July 14, 2014 to August 12, 2014 (30 days) daily I&I was 5,385 gallons. For the same time period in 2013 I&I was 6,066 gallons. For the period from July 16, 2014 to August 15, 2014 (39 days) water loss 79,932 gallons. For the same time period in 2013 water loss was 65,550 gallons.

"New Business Agenda Item E, "Airline Monthly Statistics." – For the month of August, 2014 SkyWest enplaned 2,697 passengers and deplaned 2,709. Last year in August SkyWest enplanements were 2,962 compared to this year's enplanements of 2,697 a decrease of 265 passengers or 9.0%. SkyWest experienced 3 cancellations during the month compared to 2 in August of 2013. It is important to note in August of 2013 SkyWest operated 3 daily flights while in 2014 only 2 daily flights operated.

New Business, Agenda Item F, "Terminal BCA Study". – 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 Airport Committee meeting and the Committee decided to make a decision at the August Airport Committee meeting after the budget was solidified for 2015. At the Airport Committee August meeting the Airport Manager requested a motion to approve the allocation of funds to hire Mead & Hunt to conduct the study. A motion was made and unanimously approved by the Airport Committee to approve the request and bring the item to the County Board for final approval. At the September 9th, 2014 County Board Meeting the Terminal BCA Study was brought up for discussion and approval where it was voted on and defeated 3-2. At the September 25, 2014 Airport Committee meeting the

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Terminal BCA Study was added to the agenda for further discussion. The Committee felt there was confusion during the September County Board meeting over the purpose of the study. Furthermore, the Airport Manager was at an Airport Conference during the September 9th, board meeting and was unavailable to provide clarification. The Airport Committee asked for the study to be brought up at the next County Board meeting on October 7, 2014.

A motion was made by Scott Ala and seconded by Anton Pintar to add the Terminal BCA Study to the next County Board meeting scheduled for October 7, 2014 for further discussion.

Motion Carried Unanimously

NEXT MEETING: The next meeting will be held October 30, 2014 in the airport conference room at 4:00 PM.

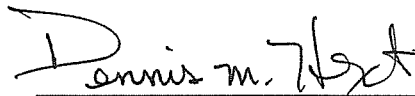
ADJOURNMENT: A motion was made by Scott Ala and seconded by Anton Pintar to adjourn the meeting at 4:55PM.

Minutes approved by:

Recorded by:



Tom Tikkanen
Airport Committee Chairman



Dennis M. Hext
Airport Manager