

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: November 25, 2015 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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**ROLL CALL:** Tim Palosaari – Present, Albert Koskela – Present Eugene Londo - Present

**ATTENDEES:** Dennis Hext, Airport Manager, Eric Forsberg, County Administrator, Dennis Jouppe, (Primary Airport Services), Bill Voght, Russ Erkkila, Frank Sager and Melinda Donovan.

**AGENDA:** A motion was made by Eugene Londo and seconded by Albert Koskela to approve the agenda as presented.

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Albert Koskela and seconded by Eugene Londo to approve the October 29, 2015 regular airport meeting minutes as presented.

**Motion Carried Unanimously**

**BILLS:** A motion was made by Albert Koskela and seconded by Eugene Londo to approve and pay the bills as presented.

**Motion Carried Unanimously**

Roll call – Tim Palosaari – YES Eugene Londo – Yes Albert Koskela – YES

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

**PUBLIC COMMENTS:** Frank Sager representing the local Experimental Aircraft Association (EAA) expressed concerns regarding General Aviation services at the airport. Mr. Sager brought to the Committees attention inaccuracies regarding websites promoting services at the airport. Mr. Sager also requested that the Committee consider the construction of Aircraft hangars, Improved FBO services, and a courtesy car for the airport.

**OLD BUSINESS:**

**NEW BUSINESS:**

**New Business, Agenda Item A, “Water Pump House – Booster Pump Replacement”.** –

The Airport Manager briefed the Committee on the booster pump for the water tank which is in need of repair however, the pump is so old replacement parts are difficult if not impossible to find and are no longer being manufactured. Proposals to replace the booster pump with a current model were presented for approval by the Airport Committee. Proposals were presented as follows:

Northern Heating & Plumbing, Inc.	\$3,940.00
Bay Electric	\$3,945.00
R.C. Mechanical, Inc.	\$4,062.00

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A motion was made by Eugene Londo and seconded by Albert Koskela to approve the proposal from Northern Heating & Plumbing for \$3,940.00.

**Motion Carried Unanimously**

**New Business, Agenda Item B, "Airport Water Quality Standard report".** – At the October 2015 Airport Committee meeting concerns were raised by Commissioner Koskela that the Airport Water System had heavy metals in the system. The complaint originated from DA Glass located in the Airport Industrial Park. The Airport Manager directed Bill Voght, Airport Certificated Water Operator, to conduct immediate testing for metals in the Airport Water System. The Airport Manager updated the Committee on the preliminary test results which confirmed the water exceeds the State of Michigan Drinking water standards for quality. The final test results will be presented at the December meeting.

**"New Business Agenda Item C, "Sewer System planning grant funding".** – At the November Houghton County Board of Commissioners meeting a motion was made to go forward with a MEDC airport sewer system planning study grant. The grant total was estimated to be \$60,000.00 and required a 50/50 match of approximately \$30,000.00. The Airport Manager suggested to the Committee that funding for the grant could be provided with funds from the Airpark Improvement fund as stated in the Airpark Covenants if the Committee so desires. Specifically, "The maintenance fund may be used for improving and maintaining roadways and entranceways to the subdivision, for planting trees and shrubbery and the care thereof within public rights-of-way, for caring for vacant property, or for doing any other thing necessary or advisable in the opinion of the Airport Committee for keeping the property near or in good order".

A motion was made by Eugene Londo and seconded by Albert Koskela to use funds from the Airpark Improvement fund to pay for the local match of the planning grant.

**Motion Carried Unanimously**

**"New Business Agenda Item D, "KRC Snow Blower Testing agreement – Amendment No.4" –** The Airport Manager requested a motion to have the Airport Committee Chairman sign Amendment No. 4 with KRC for Snow Blower testing. The Amendment extends the term of the agreement until May 31, 2016.

A motion was made by Eugene Londo and seconded by Albert Koskela to approve the request.

**Motion Carried Unanimously**

**"New Business Agenda Item E, "Travel Request – MDOT MAAE Airport Conference" –** The Airport Manager requested approval for the Airport Manager and the County Administrator to attend the Michigan Airport Conference in Lansing on February 17-18, 2016. The request is a budgeted item. Committee members are also encouraged to attend.

A motion was made by Eugene Londo and seconded by Albert Koskela to approve the request.

**Motion Carried Unanimously**

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**“New Business Agenda Item F, “Water/Sewage Report.”** – For the period from October 13, 2015 to November 11, 2015 (29 days) daily I&I was 5,614 gallons. For the same time period in 2014 I&I was 6,866 gallons. For the period from October 21, 2015 to November 20, 2015 (30 days) water loss was 43,301 gallons. For the same time period in 2014 water loss was 62,790 gallons.

**“New Business Agenda Item G, “Airline Monthly Statistics.”** – For the month of October, 2015 SkyWest enplaned 2,507 passengers and deplaned 2,233 Last year in October SkyWest enplanements were 2,255 compared to this year’s enplanements of 2,507 an increase of 252 passengers or 11%. SkyWest experienced 2 cancellation during the month compared to 3 in October of 2014.

**PUBLIC COMMENTS:**

**NEXT MEETING:** The next meeting will be held December 23, 2015 in the airport conference room at 4:00 PM.

**ADJOURNMENT:** A motion was made by Albert Koskela and seconded by Eugene Londo to adjourn the meeting at 4.36PM.

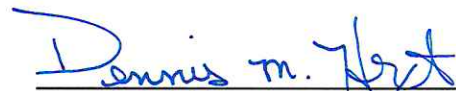
Minutes approved by:

Recorded by:



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Tim Palosaari  
Airport Committee Chairman



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Dennis M. Hext  
Airport Manager