

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: November 23, 2016 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 - Absent

**ATTENDEES:** Dennis Hext, Airport Manager, Eric Forsberg, County Administrator, Dennis Juppe, (Primary Airport Services), Russ Erkkila, Joe Masini, Rose Keranen, and Melinda Donovan.

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

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Albert Koskela and seconded by Tim Palosaari to approve the November 3, 2016 (October meeting) regular airport meeting minutes as presented.

**Motion Carried Unanimously**

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

**Motion Carried Unanimously**

Roll call – Albert Koskela - YES Tim Palosaari – YES

**FINANCIAL REPORT:** The County Administrator updated the Committee on the Airport and Water & Sewer financial reports for the month of October.

**PUBLIC COMMENTS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**New Business, Agenda Item A, “Joe Masini – Handicap Bathroom Hangar 2”.** – Joe Masini, representing the local EAA chapter, addressed the Committee regarding improvements to Hangar 2. Currently the EAA rents portable handicap bathrooms during their annual fly-in event. The Airport also rents handicap bathrooms for charters at a cost of \$255.00 per event. Mr. Masini requested permission to upgrade the bathroom in hangar 2 to accommodate people with disabilities to save money for future events at the airport. Mr. Masini presented a detailed budget to the Committee for consideration and asked for additional funds in the amount of \$925.00 to help pay for materials. The labor for the project would be provided by members of the local EAA chapter.

A motion was made by Albert Koskela and seconded by Tim Palosaari to approve the request to remodel the bathrooms and approve additional airport funding for the project not to exceed \$1,100.00

**Motion Carried Unanimously**

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**New Business, Agenda Item B, "Mead & Hunt Design/Construction Agreement – Southwest Apron Rehabilitation Federal Project 4217".** – The Airport Manager requested approval of the Mead & Hunt agreement to rehabilitate the southwest apron. The apron would be re-constructed pending FAA funding.

A motion was made by Albert Koskela and seconded by Tim Palosaari to approve the request.

**Motion Carried Unanimously**

**New Business, Agenda Item C, "Industrial Park Lot 2 – Intrepid International LLC".** – A Rick Eyk representing Intrepid International LLC would like to purchase lot 2 in the Airpark Industrial Park. Mr. Eyk would like to construct a building for his business and has requested permission to live in the building.

A motion was made by Tim Palosaari and seconded by Albert Koskela to approve the request pending review of a business plan.

**Motion Carried Unanimously**

**New Business, Agenda Item D, "Mead & Hunt Monthly Progress Report".** – The Mead & Hunt progress report summarizing activities for the period of November 1, 2016 through November 30, 2016 was presented for review.

**"New Business Agenda Item E, "Water/Sewage Report."** – For the period from October 19, 2016 to November 14, 2016 (26 days) daily I&I was 7,427 gallons. For the same time period in 2015 I&I was 5,614 gallons. For the period from October 18, 2016 to November 17, 2016 (30 days) water loss was 136,441 gallons. For the same time period in 2015 water loss was 43,290 gallons.

**"New Business Agenda Item F, "Airline Monthly Statistics."** – For the month of October 2016 SkyWest enplaned 2,436 passengers and deplaned 2,254. Last year in October SkyWest enplanements were 2,507 compared to this year's enplanements of 2,436 a decrease of 71 passengers or 3%. SkyWest experienced 0 cancellations during the month compared to 2 in October of 2015.

**PUBLIC COMMENTS:**

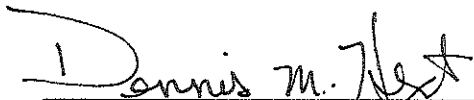
**NEXT MEETING:** The next meeting will be held December 29, 2016 in the airport conference room at 4:00 PM.

**ADJOURNMENT:** A motion was made by Albert Koskela and seconded by Tim Palosaari to adjourn the meeting at 4:17PM.

Minutes approved by:

Recorded by:

  
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Tim Palosaari  
Airport Committee Chairman

  
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Dennis M. Hext  
Airport Manager