

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: June 29, 2017 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

ROLL CALL: Tim Palosaari – Present, Albert Koskela – Present, Tom Tikkanen - Present

ATTENDEES: Dennis Hext, Airport Manager, Eric Forsberg, County Administrator, Dennis Jouppe, Russ Erkkila, Bill Voght, Dick Supina, Phil Anderson, and Rose Keranen.

AGENDA: A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve the agenda as presented.

Motion Carried Unanimously

MINUTES: A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve the May 25, 2017 regular airport meeting minutes as presented.

Motion Carried Unanimously

BILLS: A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve and pay the bills as presented.

Motion Carried Unanimously

Roll call – Albert Koskela - YES Tom Tikkanen – YES Tim Palosaari – YES

FINANCIAL REPORT: The County Administrator updated the Committee on the Airport financials and Water and Sewer system for the month of May.

PUBLIC COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS:

New Business, Agenda Item 1. “Southwest Apron Rehabilitation Bid Tabulations – 4217/C121” – Bid Tabulations were presented for review to rehabilitate the southwest apron. Payne & Dolan Inc. was the successful bidder at \$556,583.15 while Bacco Construction Company provided a bid proposal of \$567,497.25. The project will be funded through an FAA grant using FAA, State, and Local PFC funds.

New Business, Agenda Item 2. “Airfield Crack Sealing and Pavement Marking Bid Tabulations – 4217/C122” – Bid Tabulations were presented for review to crack seal and mark the airport taxiways, runways, and aprons. Scodeller Construction Inc. was the successful bidder at \$137,244.50. The remaining bids were as follows: JJ Cunningham LLC - \$143,390.00, Axtells, Inc. – \$174,617.50, Fahrner Asphalt Sealers, LLC - \$235,503.80. The project will be funded through an FAA grant using FAA, State, and Local PFC funds.

New Business, Agenda Item 3, “MDOT Contract Amendment 2013-0189/A2 – Weather Briefing Services” – The Airport Manager requested approval of contract amendment 2013-0189/A2 weather briefing services. The purpose of the amendment is to extend the term of the original agreement by 1 year. The State contract provides for the sharing of expenses for the weather briefing equipment and monthly fees for pilot weather briefings located in the pilot lounge.

A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve the request.

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Motion Carried Unanimously

New Business, Agenda Item 4. “MDOT Contract Amendment 2013-0189/A2 – Weather Briefing Services Resolution” – The Airport Manager requested approval of a Resolution authorizing the Airport Committee Chairman to sign MDOT Contract Amendment 2013-0189/A2, AWOS Time Extension.

A motion was made by Tom Tikkanen and seconded by Albert Koskela to approve the request.

Motion Carried Unanimously

Roll Call – Tom Tikkanen- YES Tim Palosaari- YES Albert Koskela - YES

“New Business Agenda Item 5. “ Mead & Hunt Contract Amendment No. 1 – Construction Administration Services Southwest Apron Rehabilitation - 4217/C121” – The Airport Manager requested approval to have the Airport Committee Chairman sign the contract amendment as referenced above. The purpose of the amendment is to establish a scope of services and fees for the construction administration of the southwest apron rehabilitation project. Funding is provided by AIP/PFC grants. The construction administration agreement total cost is \$65,440.00.

A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve the request.

Motion Carried Unanimously

“New Business Agenda Item 6. “Mead & Hunt Contract Amendment No. 1 – Construction Administration Services Airfield Crack Sealing & Pavement Marking - 4217/C122” – The Airport Manager requested approval to have the Airport Committee Chairman sign the contract amendment as referenced above. The purpose of the amendment is to establish a scope of services and fees for the construction administration of the crack sealing and pavement marking project. Funding is provided by AIP/PFC grants. The construction administration agreement total cost is \$14,595.00.

A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve the request.

Motion Carried Unanimously

“New Business, Agenda Item 7, “Mead & Hunt Monthly Progress Report”. – The Mead & Hunt progress report summarizing activities for the time period of May 1, 2017 through May 31, 2017 was presented for review.

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“New Business Agenda Item 8, “Water Tank” – The Airpark water tank will require maintenance and rehabilitation within the next 2-3 years to maintain reliability for the airport and airpark. The Committee discussed options to rehabilitate, build a new tank, or abandon the tank. Dick Supina, representing Traverse Engineering, discussed fire protection flows and alternatives to provide fire protection for the Industrial Park and Airport if the water tank were to be abandoned. Previous estimates to build a new tank range from 250K-400K depending on size and complexity. The DEQ has inquired as to when and how we are going to proceed with the tank specifically, are we going to replace, repair, or abandon the tank. The DEQ has requested to meet with the airport to discuss the future of the tank. The Airport Committee decided to have Traverse Engineering look into prices to rehabilitate the water tank and also replace the water tank. The Airport Manager will invite the DEQ to the July Airport Committee meeting.

A motion was made by Albert Koskela and seconded by Tom Tikkanen to have Traverse Engineering look into both options for the water tank .

Motion Carried Unanimously

“New Business Agenda Item 9, “Water/Sewage Report.” – For the period from May 15, 2017 to June 14, 2017 (30 days) daily I&I was 9,526 gallons. For the same time period in 2016 I&I was 6,923 gallons. For the period from May 16, 2017 to June 15, 2017 (29 days) water loss was 111,168 gallons. For the same time period in 2016 water loss was 165,561 gallons.

“New Business Agenda Item 10, “Airline Monthly Statistics.” – For the month of May 2017 SkyWest enplaned 2,054 passengers and deplaned 2,090. Last year in May SkyWest enplanements were 2,128 compared to this year’s enplanements of 2,054 an decrease of 74 passengers or 3%. SkyWest experienced 4 cancellations during the month compared to 2 in May of 2016.

Sun Country boarded 157 passengers.

Total enplanements for the month of May were 2,211.

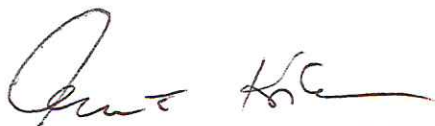
PUBLIC COMMENTS: None

NEXT MEETING: The next meeting will be held July 27, 2017 in the airport conference room at 4:00 PM.

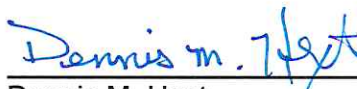
ADJOURNMENT: A motion was made by Albert Koskela and seconded by Tom Tikkanen to adjourn the meeting at 4:33PM.

Minutes approved by:

Recorded by:



~~Tim Palosaari~~ ALBERT KOSKELA
Airport Committee Chairman
VICE CHAIRMAN



Dennis M. Hext
Airport Manager