

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: OCTOBER 25, 2018 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, Dennis Jouppe, Karl Jouppe, Russ Erkkila, and Lori Lewis.

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 September 27, 2018 regular airport meeting minutes.

Motion Carried Unanimously

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

Motion Carried Unanimously

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

FINANCIAL REPORT: The County Administrator updated the Committee on the financials for the Airport and Water and Sewer system for the month of September 2018.

PUBLIC COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS:

New Business, Agenda Item 1, “MDOT Contract 2018-0866”- The airport recently received Federal Grant 3-26-0041-4318 for \$429,395.00. The purpose of the grant is to conduct an approach survey, acquire land on the end of runway 25, remove obstructions, and update the Airport Layout Plan. The state will also contribute 2.5% or \$11,300.00 along with the Counties local share of \$11,300.00 to make the total grant amount \$451,995.00. The state requires a contract between Houghton County and the state for their share of the grant. The Airport Manager requested approval of MDOT contract 2018-0866 and authorization to have the Airport Committee Chairman sign the agreement.

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

Motion Carried Unanimously

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New Business, Agenda Item 2, “Resolution- MDOT Contract 2018-0866”- The Airport Manager requested a motion to approve a resolution specifying that the Airport Committee Chairman is authorized to sign MDOT contract 2018-0866.

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

Motion Carried Unanimously

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

New Business, Agenda Item 3, “Century 21 North Country Realtor Contract Amendment- Industrial Park”- The Airport Manager requested a motion to approve the Century 21 contract amendments for 9 lots in the Industrial Park. The amendments extend the term until 10/31/2019.

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

Motion Carried Unanimously

New Business, Agenda Item 4, “Mead & Hunt Contract- Design Rwy 13/31 and Twy C Rehabilitation”- The design contract is for field site investigation, design engineering, and construction plan and specification preparation for the rehabilitation of Runway 13/31 and Taxiway C. Rehabilitation is necessary due to the age and condition of the runway and taxiway per FAA standards. The FAA has applied for Discretionary funding and anticipates construction to begin in 2020. To meet the FAA’s time frame, design will need to be completed by the spring of 2019 so the project can be let in the Fall of 2019. The County will have to fund the design and get reimbursed sometime after September with the 2019 grant. Total amount of this contract is \$352,550. The Airport Manager requested a motion to have the Airport Committee approve the contract.

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

Motion Carried Unanimously

New Business, Agenda Item 5, “Mead & Hunt Monthly Progress Report”- The Mead & Hunt progress report summarizing activities for the time period of September 1, 2018 through September 30, 2018 was presented for review.

New Business, Agenda Item 4, “Water/Sewer Report ”- For the period from August 15, 2018 to September 18, 2018 (34 days) daily I&I was 6,823 gallons. For the same time period in 2017 I&I was 8,393 gallons. For the period from August 15, 2018 to September 18, 2018 (34 days) water loss was 111,264 gallons. For the same time period in 2017 water loss was 38,284 gallons.

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New Business, Agenda Item 5, "Airline Monthly Stats"- For the month of September 2018 SkyWest enplaned 2,088 passengers and deplaned 1,890. Last year in September SkyWest enplanements were 2,147 compared to this year's enplanements of 2,088 a decrease of 59 passengers or 3%. SkyWest experienced 4 cancellations during the month compared to 0 in September of 2017.

PUBLIC COMMENTS: None

NEXT MEETING: The next meeting will be Thursday, November 29, 2018 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 4:16 PM.

Minutes approved by:

Recorded by:

Tim Palosaari
Airport Committee Chairman

Dennis M. Hext
Airport Manager