

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: JANUARY 31, 2019 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

ROLL CALL: Tom Tikkanen – Present, Albert Koskela – Present, Roy Britz - Present

ATTENDEES: Dennis Hext, Airport Manager, Eric Forsberg, Dennis Jouppe, Karl Jouppe, Phil Anderson, Russ Erkkila, and Becky Ylitalo.

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

Motion Carried Unanimously

MINUTES: A motion was made by Albert Koskela and seconded by Roy Britz to approve the December 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 – Tom Tikkanen - YES Albert Koskela - YES Roy Britz – YES

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

PUBLIC COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS:

New Business, Agenda Item 1, “Terminal Project State Funding”- The airport received a \$20,000 grant in 2017 from the State of Michigan to make terminal improvements to the baggage / gate area of the terminal. A second grant was also applied for in the amount \$10,000 in 2018 to augment the 2017 grant. The second grant for \$10,000 was not approved so a 3rd grant under the 2019 cycle for \$10,000 has been applied for to help fund the project. The 2017 grant term will expire at the end of April and if the funding is not expended the funds will revert to the state. The fall 2018 grant will not be officially approved until the end of March, which would not give the contractor enough time to complete the work. The Airport Manager requested permission to have the contractor begin the work and have the County pay the additional \$10,000 required to complete the project. If the State approves the additional \$10,000, the County will receive reimbursement. If the State does not approve the additional funds the airport budget has \$25,000 set aside to upgrade the unleaded/diesel pumps, which would be used to fund the project postponing the unleaded/diesel pump upgrade until October of the FY19/20 budget.

A motion was made by Roy Britz and seconded by Albert Koskela to approve the request.

Motion Carried Unanimously

Roll call – Tom Tikkanen - YES Albert Koskela - YES Roy Britz – YES

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New Business, Agenda Item 2, “DA Glass Outstanding Debt”- The Airport Manager updated the committee on the status of DA Glass outstanding debt. A discussion ensued and it was decided Commissioner Tikkanen and the Airport Manager would set up a meeting with Steve Williams to resolve the outstanding debt issue.

New Business, Agenda Item 3, “Mead & Hunt Monthly Progress Report”- The Mead & Hunt progress report summarizing activities for the time period of December 1, 2018 through December 31, 2018 was presented for review.

“New Business Agenda Item 4, “Water/Sewage Report.” – For the period from November 15, 2018 to December 13, 2018 (28 days) daily I&I was 8,033 gallons. For the same time period in 2017 I&I was 12,348 gallons. For the period from November 15, 2018 to December 13, 2018 (28 days) water loss was 103,924 gallons. For the same time period in 2017 water loss was 83,412 gallons.


“New Business Agenda Item 5, “Airline Monthly Statistics.” – For the month of December 2018 SkyWest enplaned 1,765 passengers and deplaned 1,597. Last year in December SkyWest enplanements were 1,672 compared to this year’s enplanements of 1,765 an increase of 93 passengers or 6%. SkyWest experienced 5 cancellations during the month compared to 9 in December of 2017.

PUBLIC COMMENTS: None

NEXT MEETING: The next meeting will be Thursday, February 28, 2019 in the airport conference room at 4:00 PM.

ADJOURNMENT: A motion was made by Albert Koskela and seconded by Roy Britz to adjourn the meeting at 4:40 PM.

Minutes approved by:



Tom Tikkanen
Airport Committee Chairman

Recorded by:



Dennis M. Hext
Airport Manager