

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: July 27, 2023 TIME: 1:00 PM

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

ROLL CALL: Tom Tikkanen – Present, Roy Britz – Present, Glenn Anderson – Present

ATTENDEES: Dennis Hext – Airport Manager, Jillian Spagnotti, Becky Ylitalo, Phil Anderson, Andy Moyle

AGENDA: A motion was made by Glenn Anderson to approve the agenda with the addition of Item 11 PFAS class action suit seconded by Roy Britz.

Motion Carried Unanimously

MINUTES: A motion was made by Roy Britz to approve the June 27, 2023, Airport Meeting Minutes, seconded by Glenn Anderson.

Motion Carried Unanimously

BILLS: A motion made by Glenn Anderson to approve and pay the July bills as presented, seconded by Roy Britz.

Roll call: Tom Tikkanen – YES; Roy Britz – YES; Glenn Anderson – Yes

Motion Carried Unanimously

FINANCIAL REPORT: Becky Ylitalo, County CFO, presented the airport, water and sewer financials for June 2023.

PUBLIC COMMENTS: None

NEW BUSINESS:

New Business, Agenda Item 1, “Amended Agreement for sale of Parcel 21 (Airport Industrial Park) Additional Land to Copper Island Academy” - The airport manager requested approval of an amended agreement for the sale of Parcel 21, Parcel A to sell 1.86 acres located on Lot 21 of the Airport Industrial Park to Copper Island Academy for \$5,000. The sale is contingent upon receipt of the executed Quit Claim Deed for the North 40 feet of Lot 21, payment in the amount of \$5,000 from Copper Island Academy for 1.86 acres of Lot 21 on or before closing, and County Board approval.

A motion was made by Glenn Anderson to approve the request pending County Board approval seconded by Roy Britz.

Roll call: Tom Tikkanen – YES; Roy Britz – YES; Glenn Anderson – YES

Motion Carried Unanimously

New Business, Agenda Item 2, “Warranty Deed Lot 21 Parcel A, Airport Industrial Park” – The airport manager requested approval to sell Lot 21, Parcel A, as described in the attached “Warrant Deed” contingent upon receipt of the executed Quit Claim Deed for the North 40 feet of Lot 21, payment in the amount of \$5,000 from Copper Island Academy for 1.86 acres of Lot 21 on or before closing, and County Board approval.

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A motion made by Glen Anderson to approve the request pending County Board approval seconded by Roy Britz.

Roll call: Tom Tikkanen – YES; Roy Britz – YES; Glenn Anderson – Yes

Motion Carried Unanimously

New Business, Agenda Item 3, “A+ Pest Control Extension request, Out lot A, Airport Industrial Park” - Kirk Hammel, representing A+ Pest Control, requested an extension via e-mail to begin construction on Out lot A. Plans would be submitted to the Committee by October 2023 with construction beginning in the spring of 2024.

A motion was made by Glenn Anderson to approve a 12-month extension provided design plans are submitted by October 31, 2023, seconded by Roy Britz.

Roll call: Tom Tikkanen – YES; Roy Britz – YES; Glen Anderson – Yes

Motion Carried Unanimously

New Business, Agenda Item 4, “A+ Pest Control Hangar request” - Kirk Hammel, representing A+ Pest Control, requested permission via e-mail to lease land and build a hangar for two planes and business space to operate their business. The hangar construction would be contingent upon Committee approval of site plans and FAA approval.

A motion was made by Roy Britz to approve the request contingent upon FAA approval, seconded by Glenn Anderson.

Roll call: Tom Tikkanen – YES; Roy Britz – YES; Glen Anderson – Yes

Motion Carried Unanimously

New Business, Agenda Item 5, “MAAE 70th Annual Fall Conference” – The airport manager requested permission to attend the Michigan Association of Airport Executives (MAAE) conference in Muskegon from September 11th to September 14th 2023. The conference is a budgeted item.

A motion was made by Roy Britz to approve the request, seconded by Glenn Anderson.

Motion Carried Unanimously

New Business, Agenda Item 6, “AvFuel Part 139 Supervisory Fuel Safety Training Seminar” – The airport manager requested permission to have John Britz and Richard Bleise attend the Supervisory Fuel Safety Training Seminar in Grand Rapids October 10th and 11th 2023. The training is an FAA requirement and a budgeted item.

A motion was made by Roy Britz to approve the request, seconded by Glenn Anderson.

Motion Carried Unanimously

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New Business, Agenda Item 7, "Permission to use Boot to collect debt" – The airport manager requested permission to use what he calls an "aircraft boot" for aircraft N722XJ. We have been unsuccessful at collecting \$24,155.00 owed for fuel purchases. We have also started the process of sending the bills to collections.

A motion was made by Roy Britz to approve the request after running it by the County Attorney seconded by Glenn Anderson.

Motion Carried Unanimously

New Business, Agenda Item 8, "Mead & Hunt Monthly Progress Report". – The Mead & Hunt progress report summarizing activities for the period from June 1, 2023, through June 30, 2023 was presented for review.

New Business Agenda Item 9, "Water/Sewage Report." – For the period from June 14, 2023, to July 14, 2023 (30 days) daily I&I was 2,287 gallons. For the same time period in 2022, I&I was 3,987 gallons. For the period from June 14, 2023, to July 14, 2023 (30 days) water loss was 42,808 gallons. For the same time period in 2022 water loss was 139,440 gallons.

New Business Agenda Item 10, "Airline Monthly Statistics." – For the month of June 2023, SkyWest enplaned 1,704 passengers and deplaned 1,913. Last year in June SkyWest enplanements were 1,797 compared to this year's enplanements of 1,704 a decrease of 93 passengers or 5%. SkyWest experienced 7 cancellations during the month compared to 2 in June of 2022.

New Business Agenda Item 11, "PFAs Class Action Lawsuit." – The Committee discussed working with a law firm to join a class action lawsuit for damages related to PFAS contamination on the airport. A discussion ensued and a decision was made to join the lawsuit.

A motion was made by Glenn Anderson and seconded by Roy Britz to join the class action lawsuit pending County Board approval.

Motion Carried Unanimously


PUBLIC COMMENT: None

NEXT MEETING: The next meeting will be Thursday, August 31, 2023 in the airport conference room at 1:00 PM.

ADJOURNMENT: A motion was made by Roy Britz to adjourn the meeting at 1:24 pm, second by Tom Tikkanen.

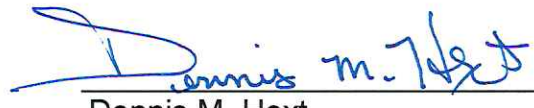
Motion Carried Unanimously

Minutes approved by:



Tom Tikkanen
Airport Committee Chairman

Recorded by:



Dennis M. Hext
Airport Manager