

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: APRIL 26, 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, Russell Erkkila, John Britz

AGENDA: A motion was made by Roy Britz to approve the agenda, seconded by Glenn Anderson.

Motion Carried Unanimously

MINUTES: A motion was made by Roy Britz to approve the March 2024 Airport Meeting Minutes, seconded by Glenn Anderson.

Motion Carried Unanimously

BILLS: A motion was made by Glenn Anderson to approve and pay the 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, Houghton County Chief Financial Officer, presented the airport, water and sewer financials for March 2024.

PUBLIC COMMENTS: None

NEW BUSINESS:

New Business, Agenda Item 1, “MTU/KRC Lot 11 Purchase Agreement and Building Request”. Pursuant to Section 5, Resale Rights of the Airpark Covenants MTU/KRC is requesting permission to purchase Lot 11 located in the Airpark from Bay Engineering. They also requested permission to construct a 20,000 sq ft building on the property in the back of the lot adjacent to the existing building. The plans for the 20,000 sq ft building were previously approved at the December 28, 2023 Airport Committee meeting. The change in location is due to the FAA 90 day requirement to meet all FAA compliance items to build on airport land. MTU/KRC has entered into a purchase agreement with Bay Engineering contingent upon Airport Committee approval. The Airport Manager proposed a motion to approve both requests, with the condition that Bay Engineering clears the dirt that has been stockpiled on top of the 30-foot sewer line easement. Once the dirt is removed, the sale and building can proceed as approved.

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

Roll Call: Tom Tikkanen – YES; Roy Britz – YES; Glenn Anderson - YES

Motion Carried Unanimously

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New Business, Agenda Item 2, “MAAE FAA Airport Workshop Traverse City Michigan May 29, 2024”. – Traverse City Cherry Capital Airport is hosting an FAA Michigan Air Carrier/Commercial Service Airport Workshop on May 29, 2024. The Airport Manager requested a motion to authorize both himself and Becky Ylitalo to attend the workshop. Although not budgeted, the workshop is free to attend, with the only anticipated costs being travel and potentially a hotel. There is money in the budget to cover the costs due to the winter conference cancellation.

A motion was made by Glenn Anderson, seconded by Roy Britz.

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

Motion Carried Unanimously

New Business, Agenda Item 4, “Mead & Hunt Monthly Progress Report”. – The Mead & Hunt progress report summarizing activities for the period from March 1, 2024, through March 31, 2024 was presented for Committee review.

New Business Agenda Item 5, “Water/Sewage Report.” – For the period from March 15, 2024, to April 12, 2024 (28 days) daily I&I was 8,330 gallons. For the same time period in 2023, I&I was 8,253 gallons. For the period from March 15, 2024, to April 12, 2024 (28 days) water loss was (133,902) gallons. For the same time period in 2023 water loss was (88,228) gallons.

New Business Agenda Item 6, “Airline Monthly Statistics.” – For the month of March 2024, SkyWest enplaned 1,945 passengers and deplaned 2,002. Last year in March SkyWest enplanements were 2,166 compared to this year’s enplanements of 1,945 a decrease of 221 passengers or 10%. SkyWest experienced 2 cancellations during the month compared to 4 in March of 2023.

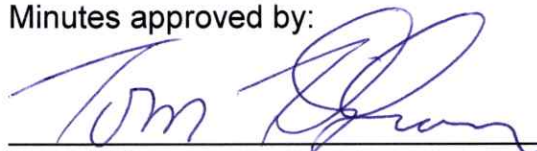
PUBLIC COMMENT: None

NEXT MEETING: The next meeting will be Thursday, May 30, 2024 at 1:00 PM.

ADJOURNMENT: A motion was made by Glenn Anderson to adjourn the meeting at 1:37 PM, seconded by Roy Britz.

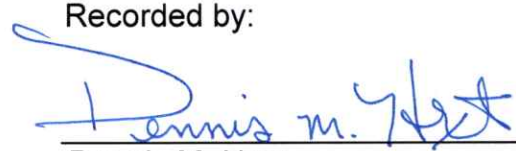
Motion Carried Unanimously

Minutes approved by:



Tom Tikkanen
Airport Committee Chairman

Recorded by:



Dennis M. Hext
Airport Manager