

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: June 26, 2013 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

ROLL CALL: Tim Palosaari, Albert Koskela, Tom Tikkanen

ATTENDEES: Airport Manager Dennis Hext, County Controller Eric Forsberg, George Kinnunen, Mark Osborne, Karen Anderson, and Rose Keranen.

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

Motion Carried Unanimously

MINUTES: A motion was made by Tom Tikkanen and seconded by Al Koskela to approve the May 30, 2013 regular airport meeting minutes.

Motion Carried Unanimously

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

Motion Carried Unanimously

Roll Call – Tim Palosaari – (YES) – Al Koskela – (YES) – Tom Tikkanen – (YES)

FINANCIAL REPORT: Eric Forsberg, County Controller, presented the Airport and Water & Sewer financial reports for the month of May.

PUBLIC COMMENTS:

OLD BUSINESS:

NEW BUSINESS:

New Business, Agenda Item A, “Mead & Hunt, Sixth Progress Payment, Construction Inspection and Administration Services, CMX Taxiway A & MIRL, Project R2799300-120408.01, Fed. 3712/C113. – The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 236103 in the amount of \$3,287.14 for submittal to MDOT for processing and payment to Mead & Hunt Engineering for the sixth progress payment, Construction Inspection and Administration Services, CMX Taxiway A & MIRL. The cost is reimbursable using AIP/PFC funds. Sponsor share is 2.5% which is reimbursable using PFC funds.

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

Motion Carried Unanimously

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New Business, Agenda Item B, "Primary Airport Services Payment". – The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 1052-01 from Primary Airport Services in the amount of \$2,700.00 for construction inspection and administration services, building 6 & 7 water main improvements.

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

Motion Carried Unanimously

Agenda Item C - Water/Sewage Report – For April 17, 2013 to May 16, 2013 daily Inflow Infiltration (I&I) was 22,558 gallons. For the same period water loss was at 193,000 gallons. For the same period last year I&I was 4,745 gallons and water loss was 141,120 gallons.

For May 14, 2013 to June 14, 2013 daily Inflow Infiltration (I&I) was 8,974.00 gallons. For the same period water loss was at 145,840 gallons. For the same period last year I&I was 4,294 gallons and water loss was 141,120 gallons.

Michigan American Water Company has advised the airport they will be raising their rates by 4.97% beginning June 15, 2013. A discussion ensued as to whether the airport should raise water rates. It was decided an audit of the water system should be conducted to find out if the rate increase of 4.97% would require a rate adjustment to cover operating costs. A report on the findings will be presented at the regular July Airport Committee meeting.

"New Business Agenda Item D, "Airline Monthly Statistics." – For the month of May, 2013 SkyWest enplaned 2,096 passengers and deplaned 1,891. Last year in May SkyWest enplanements were 2,121 compared to this year's enplanements of 2,096 a decrease of 25 passengers or 1%. The decrease can be attributed to the 5 cancellations due to bad weather compared to 1 cancellation in May of 2012.

"New Business Agenda Item E, "Airport Awareness Grant." – The Airport Manager requested approval to have the Airport Committee Chairman sign the "State Airport Awareness Grant", pending review by the Airport Chairman, between Houghton County Memorial Airport and MDOT Bureau of Aeronautics.

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

Motion Carried Unanimously

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“New Business Agenda Item F, “Airport Awareness Grant Resolution.” –The Airport Manager requested approval for the Airport Committee Chairman to sign the Airport Awareness resolution.

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

Motion Carried Unanimously

Roll Call – Tim Palosaari – (YES) – Al Koskela – (YES) – Tom Tikkanen – (YES)

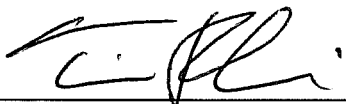
PUBLIC COMMENTS:

NEXT MEETING: The next meeting will be held July 25, 2013 in the airport conference room at 4:00 PM.

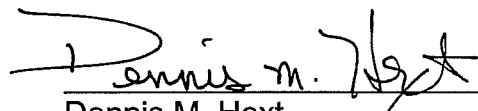
ADJOURNMENT: A motion was made by Al Koskela and seconded by Tom Tikkanen to adjourn the meeting at 4:44PM.

Minutes approved by:

Recorded by:



Tim Palosaari
Airport Committee Chairman



Dennis M. Hext
Airport Manager