

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: OCTOBER 27, 2020 TIME: 3:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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

**ATTENDEES:** Dennis Hext- Airport Manager, Ben Larson, Lori Lewis, and Becky Ylitalo.

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

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Albert Koskela and seconded by Roy Britz to approve the August 27, 2020 Airport Meeting Minutes.

**Motion Carried Unanimously**

**BILLS:** A motion was made by Roy Britz and seconded by Albert Koskela to approve and pay the bills as presented for September and October.

**Motion Carried Unanimously**

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

**FINANCIAL REPORT:** County Administrator Ben Larson presented the financials.

A motion was made by Albert Koskela and seconded by Roy Britz to accept the financials.

**Motion Carried Unanimously**

**PUBLIC COMMENTS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

**New Business, Agenda Item 1, “Hangar Update”-** The delivery of the new T-hangar building is now scheduled for October 29th. Delivery of the building was originally scheduled for the middle of September however, COVID and supply shortages delayed the delivery. DP Construction hired a sub-contractor specialized in building T-hangars to erect the building. The sub-contractor has since sent a letter asking for an additional \$85,000 to erect the building under winter conditions. DP Construction is planning to erect the building during the month of November with the help of two employees from the sub-contractor and has not asked for an increase in costs. Completion of the building is anticipated by the middle of December and is weather dependent.

**New Business, Agenda Item 2, “Century 21 North Country Real Estate Industrial Park Lot Contract Amendments”-** The Airport Manager requested approval to have the Airport Committee Chairman sign the amendments to the remaining industrial park lots, thereby extending the term of the agreements by one year. All other terms i.e. prices and commissions would remain the same.

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

**Motion Carried Unanimously**

**New Business, Agenda Item 3, "MJO Request to Sell Lot 23"**- Pursuant to section 5 "Resale Rights" of the Industrial Park Covenants MJO is requested written permission to sell Lot 23 to Lamers bus company. The Airport Manager requested a motion to approve the request.

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

**Motion Carried Unanimously**

**New Business, Agenda Item 4, "Lamers Bus Company Parking Lot Expansion Lot 23"**- Pursuant to the Industrial Park Covenants Jon Evenson, representing Lamers Bus Company, requested written permission to expand their facility with the addition of a parking lot on lot 23 adjacent to their main facility. The lot will hold approximately 48 buses, lighting poles, and power outlets for buss block heaters. The parking lot is necessary due to their business expansion and future growth.

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

**Motion Carried Unanimously**

**New Business, Agenda Item 5, "Aeronautical Facility & Manager License"**- The Airport Manager requested approval to have the Airport Committee Chairman sign the Airport Manager / Facility license application. The license is requirement of the Michigan Department of Transportation Aeronautics.

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

**Motion Carried Unanimously**

**New Business, Agenda Item 6, "Mead & Hunt Monthly Progress Report"**- The Mead & Hunt progress report summarizing activities for the period of August 1, 2020 through August 31, 2020 was presented for Committee review.

**New Business, Agenda Item 7, "Mead & Hunt Monthly Progress Report"**- The Mead & Hunt progress report summarizing activities for the period of September 1, 2020 through September 30, 2020 was presented for Committee review.

**New Business Agenda Item 8, "Water/Sewage Report."** – For the period from August 13, 2020, to September 14, 2020 (32 days) daily I&I was 5,698 gallons. For the same period in 2019, I&I was 3,838 gallons. For the period from August 13, 2020, to September 14, 2020 (32 days) water loss was 816,378 gallons. For the same period in 2019 water loss was 154,912 gallons.

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For the period from September 14, 2020, to October 14, 2020 (30 days) daily I&I was 5,294 gallons. For the same period in 2019, I&I was 4,424 gallons. For the period from September 14, 2020, to October 14, 2020 (30 days) water loss was 464,156 gallons. For the same period in 2019 water loss was 152,640 gallons.

**New Business Agenda Item 9, "Airline Monthly Statistics."** – For the month of August 2020, SkyWest enplaned 1,420 passengers and deplaned 1,345. Last year in August SkyWest enplanements were 2,700 compared to this year's enplanements of 1,420 a decrease of 1,280 passengers or 47%. SkyWest experienced 1 cancellation during the month compared to 2 in August of 2019.

For the month of September 2020, SkyWest enplaned 988 passengers and deplaned 946. Last year in September SkyWest enplanements were 2,397 compared to this year's enplanements of 946 a decrease of 1,409 passengers or 59%. SkyWest experienced 2 cancellations during the month compared to 3 in September of 2019.

**NEXT MEETING:** The next meeting will be November 20, 2020 in the airport conference room at 3:00 PM.

**ADJOURNMENT:** A motion was made by Albert Koskela and seconded by Roy Britz to adjourn the meeting at 3:35PM.

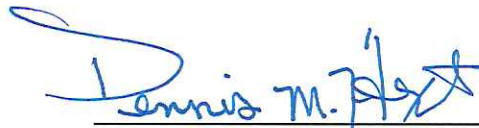
Minutes approved by:



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Tom Tikkanen  
Airport Committee Chairman

Recorded by:



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Dennis M. Hext  
Airport Manager