

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: July 1, 2014 (June Meeting) TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

ROLL CALL: Anton Pintar – Present, Scott Ala – Absent Tom Tikkanen - Present

ATTENDEES: Dennis Hext, Airport Manager, Eric Forsberg, County Controller, Dennis Jouppe, (Primary Airport Services), Max Jouppe, (Primary Airport Services) Russ Erkkila, John Britz, Kirk Hammel, and Rose Keranen.

AGENDA: A motion was made by Anton Pintar and seconded by Tom Tikkanen to approve the agenda as presented.

Motion Carried Unanimously

MINUTES: A motion was made by Anton Pintar and seconded by Tom Tikkanen to approve the June 3, 2014 regular airport meeting minutes as presented.

Motion Carried Unanimously

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

Motion Carried Unanimously

Roll call – Anton Pintar – YES Tom Tikkanen – YES

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

PUBLIC COMMENTS:

OLD BUSINESS:

NEW BUSINESS:

New Business, Agenda Item A, “Water Tank Improvements – Preliminary Design”. – The Airport Manager requested a proposal from Mead & Hunt to conduct a preliminary design for the rehabilitation and or replacement of the water tank. The purpose of the preliminary design is to evaluate the current and future needs of the water system and identify what parts of the system would need updating or improvements to make the system more reliable and efficient. Mead & Hunt provided a proposal to conduct the preliminary design for \$41,310.00. This cost would cover task 1 and is reimbursable under the AIP/PFC grant programs. Task 2 of the proposal would consist of an Airport Industrial Park Distribution Analysis and is not AIP/PFC eligible and would cost \$4,850.00. The project would be funded using Airpark Improvement funds which would be reimbursed in the future using AIP/PFC grant funds.

The Airport Manager requested a motion to fund the project by borrowing Airpark Improvement funds and reimburse the Airpark fund at a future date using AIP/PFC funds, approve the proposal as presented, and have the Airport Committee Chairman sign the final agreement pending review.

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A motion was made by Anton Pintar and seconded by Tom Tikkanen to approve the request.

Motion Carried Unanimously

New Business, Agenda Item B, “Hangar Construction”. – Due to the sale of Hangar 8, owned by Mr. Joe Masini to Valley Med Flight Inc. a shortage of hangar space exists at the airport. Hangar 8 housed 7 aircraft which will all need to be relocated to vacant hangars however, there is limited hangar space available. The Airport Manager presented some options to the Committee for consideration to fund and construct a hangar. The Committee discussed risks associated with funding a hangar, options, and private ownership and construction. Due to risks involved with funding a hangar and limited County funds it was decided the Airport Manager should pursue private funding and construction of a hangar. If a private investment was unsuccessful or unlikely other options would be brought to the Committee for consideration.

New Business, Agenda Item C, “Proposed Walking Trail” – The Airport Manager, on behalf of Russ Alger, representing Thermoanalytics located in the Airport Industrial Park presented a proposal to construct a walking trail throughout the industrial park. Volunteers would request permission from Airpark tenants to use private property and build the trail. The Committee had no objections to the proposal and asked for the volunteers to present final plans for formal approval at a later date.

New Business, Agenda Item D, “Letter of Support – Georgetown University Energy Prize” – The Airport Manager requested approval to submit a letter of support backing Michigan Tech (KRC) in their quest to acquire a 6 million dollar Energy Prize. If successful the prize would be used to pursue alternative energy sources.

A motion was made by Anton Pintar and seconded by Tom Tikkanen to approve the request.

Motion Carried Unanimously

New Business, Agenda Item E, “Valley Med Flight Inc. Hangar Land Lease ” – Valley Med Flight Inc., a critical care transportation provider recently bought Mr. Masini’s hangar number 8 so they can station their aircraft and crew at Houghton. A Land Lease agreement was drafted and reviewed by the County Attorney and Valley Med Flight Inc. The Airport Manger requested a motion to have the Airport Committee Chairman sign the agreement pending review and approval by the Committee Chairman.

A motion was made by Anton Pintar and seconded by Tom Tikkanen to approve the request.

Motion Carried Unanimously

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New Business, Agenda Item F, “Mead & Hunt, Third Progress Payment, CMX CA GA Apron Reconstruction, Project R2799300-120618.02, Fed. 3813/C115. –The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 244060 in the amount of \$13,977.10 for submittal to MDOT for processing and payment to Mead & Hunt Engineering for the third progress payment, Construction Administration Services, CMX CA GA Apron Reconstruction. The cost is reimbursable using AIP/PFC funds. Sponsor share is 2.5% which is reimbursable using PFC funds.

A motion was made by Anton Pintar and seconded by Tom Tikkanen to approve the request.

Motion Carried Unanimously

New Business, Agenda Item G, “Building 7 Exterior Improvements Progress Payment No.3 FINAL”. – The Airport Manager requested approval to have the Airport Committee Chairman sign the invoice for progress payment No.3 FINAL in the amount of \$6,129.52 for processing and payment to A-1 Drywall. The payment is for work completed on the exterior of building 7. The cost is reimbursable using CFC funds.

A motion was made by Anton Pintar and seconded by Tom Tikkanen to approve the request.

Motion Carried Unanimously

“New Business Agenda Item H, “Water/Sewage Report.” – For the period from April 24, 2014 to May 19, 2014 (26 days) daily I&I was 19,174 gallons. For the same time period in 2013 I&I was 22,558 gallons. For the period from April 16, 2014 to May 16, 2014 (30 days) water loss 62,907 gallons. For the same time period in 2013 water loss was 206,790 gallons.

For the period from May 19, 2014 to June 19, 2014 (32 days) daily I&I was 10,598 gallons. For the same time period in 2013 I&I was 8,974 gallons. For the period from May 19, 2014 to June 19, 2014 (32 days) water loss 64,016 gallons. For the same time period in 2013 water loss was 145,856 gallons.

“New Business Agenda Item I, “Airline Monthly Statistics.” – For the month of May, 2014 SkyWest enplaned 1,986 passengers and deplaned 1,893. Last year in May SkyWest enplanements were 2,096 compared to this year’s enplanements of 1,986 a decrease of 110 passengers or 5%. SkyWest experienced 9 cancellations during the month compared to 5 in May of 2013.

PUBLIC COMMENTS:

NEXT MEETING: The next meeting will be held July 31, 2014 in the airport conference room at 4:00 PM.

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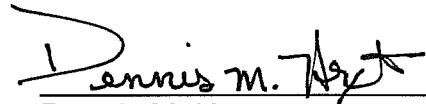
ADJOURNMENT: A motion was made by Anton Pintar and seconded by Tom Tikkanen to adjourn the meeting at 4:45PM.

Minutes approved by:

Recorded by:



Tom Tikkanen
Airport Committee Chairman



Dennis M. Hext
Airport Manager