

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: July 31, 2014 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

---

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

**ATTENDEES:** Dennis Hext, Airport Manager, Eric Forsberg, County Controller, Dennis Jouppe, (Primary Airport Services), Bill Voght, William Tucker, REA, Jon Evenson, Lamers, Joe Masini, George Kinnunen, and Rose Keranen.

**AGENDA:** A motion was made by Scott Ala and seconded by Anton Pintar to approve the agenda with additions of items J&K.

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Anton Pintar and seconded by Scott Ala to approve the July 1, 2014 (June Meeting) regular airport meeting minutes as presented.

**Motion Carried Unanimously**

**BILLS:** A motion was made by Scott Ala and seconded by Anton Pintar to approve and pay the bills as presented.

**Motion Carried Unanimously**

Roll call – Anton Pintar – YES Tom Tikkanen – YES Scott Ala - 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, “Hangar Proposal”.** – Warren Perger, a tenant at the airport, requested permission to build a 42’ X 33’ X 20’ Quonset hut aircraft hangar. The request was denied by the Committee because the shape of the building is not compatible with other hangars on the airport.

A motion was made by Scott Ala and seconded by Anton Pintar to deny the request.

**Motion Carried Unanimously**

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: July 31, 2014 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

---

**New Business, Agenda Item B, “REA Proposed Distribution Line Route Request”.** – Ontonagon County Rural Electrification Association (OCREA) is in the process of designing a substation to be constructed in Boston which will improve service and reliability to the Airpark and Airport. A portion of the proposed distribution line to the Airpark would run from the substation to the airpark through airport property. To facilitate the process Bill Tucker, representing OCREA, requested tentative permission for an easement to run the line through Airport property.

A motion was made by Scott Ala and seconded by Anton Pintar to approve the request.

**Motion Carried Unanimously**

**New Business, Agenda Item C, “Lamers Building Plan Approval”** – As a requirement of the Airpark covenants all tenants are required to get Committee approval on new building construction and or improvements. Jon Evenson, representing Lamers Bus Company presented building plans for Committee approval.

A motion was made by Anton Pintar and seconded by Scott Ala to approve the request.

**Motion Carried Unanimously**

**New Business, Agenda Item D, “Aqua Line Leak Detection Services”.** – The Airport Manager updated the Committee on a leak detection survey of the Airport Water system conducted on 6/23/2014 by Aqua-Line and Traverse Engineering. Approximately 6 miles of line, 3 services, 26 hydrants and 16 valves were checked for leaks. Three hydrants in the Airport Industrial park were found to have leaks with an estimated combined water loss of 16,500 gallons per day. Two hydrants were shut off immediately however attempts to completely shut of a third hydrant were unsuccessful. Rebuild kits to fix the hydrants and shut off valves have been ordered and will be installed as soon as possible. Costs to rebuild and repair the shut off valves and hydrants are estimated to be between \$5,000-\$7,000.

**New Business, Agenda Item E, “MAAE Fall Conference”.** – The Airport Manager requested permission to attend the 62<sup>nd</sup> annual fall MAAE conference in Mackinac Island September 8-12, 2014. The conference is a budgeted item.

A motion was made by Scott Ala and seconded by Anton Pintar to approve the request.

**Motion Carried Unanimously**

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: July 31, 2014 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

---

**New Business, Agenda Item F, “Mead & Hunt, Fourth 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 244601 in the amount of \$21,101.53 for submittal to MDOT for processing and payment to Mead & Hunt Engineering for the fourth 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 Scott Ala and seconded by Anton Pintar to approve the request.

**Motion Carried Unanimously**

**New Business, Agenda Item G, “Mead & Hunt, First Progress Payment, CMX CA North Terminal Apron Reconstruction, Project R2799300-130536.02, Fed. 3914/C118.** – The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 244595 in the amount of \$15,270.25 for submittal to MDOT for processing and payment to Mead & Hunt Engineering for the First progress payment, Construction Administration Services, CMX CA North Terminal 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 Scott Ala and seconded by Anton Pintar to approve the request.

**Motion Carried Unanimously**

**“New Business Agenda Item H, “Water/Sewage Report.”** – For the period from June 19, 2014 to July 16, 2014 (28 days) daily I&I was 7,004 gallons. For the same time period in 2013 I&I was 4,436 gallons. For the period from June 19, 2014 to July 14, 2014 (26 days) water loss 141,232 gallons. For the same time period in 2013 water loss was 107,172 gallons.

**“New Business Agenda Item I, “Airline Monthly Statistics.”** – For the month of June, 2014 SkyWest enplaned 1,886 passengers and deplaned 1,993. Last year in June SkyWest enplanements were 2,067 compared to this year’s enplanements of 1,886 a decrease of 181 passengers or 8.5%. SkyWest experienced 3 cancellations during the month compared to 11 in June of 2013.

**“New Business Agenda Item J, “Airport Pickup Truck”** – The Airport Manager informed the Committee of problems with the Airport Pickup truck injectors. All eight injectors need to be replaced at an estimated cost of \$10,000.00. More trouble shooting will need to be accomplished to confirm the injectors are bad. Future updates will be given as more information becomes available.

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: July 31, 2014 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

---

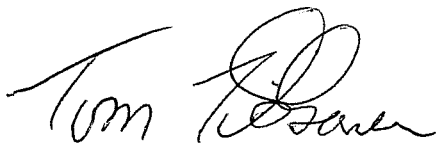
**“New Business Agenda Item K, “Portage Lift Bridge Closure”** – MDOT will be conducting repairs on the lift bridge from December-March. Planed closures 4-8 hours are scheduled during the repairs. Commissioner Pintar inquired as to how the airport and airline will handle the closure of the bridge. Currently the Airport Manager has been contacted by MDOT to discuss times and dates of closures however, the times and dates are not definite. The Airport Manager will continue to work with MDOT to provide firm times and dates to the Airline and public so schedules can be adjusted.

**PUBLIC COMMENTS:** Joe Masini, airport tenant, asked the Committee to re-consider funding construction of a 100 X 100 aircraft hangar to house tenants and transient aircraft due to the recent purchase of his hangar by Valley Med Flight Inc. A discussion ensued regarding pros and cons of building a hangar. The Airport Manager was tasked with researching funding solutions to be considered.

**NEXT MEETING:** The next meeting will be held August 28, 2014 in the airport conference room at 4:00 PM.

**ADJOURNMENT:** A motion was made by Scott Ala and seconded by Anton Pintar to adjourn the meeting at 5:18PM.

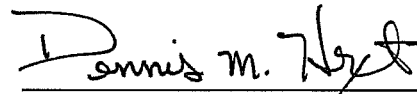
Minutes approved by:



---

Tom Tikkanen  
Airport Committee Chairman

Recorded by:



---

Dennis M. Hext  
Airport Manager