

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: May 28, 2015 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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**ROLL CALL:** Tim Palosaari – Present, Albert Koskela – Present Eugene Londo - Absent

**ATTENDEES:** Dennis Hext, Airport Manager, Eric Forsberg, County Controller, Dennis Juppe, (Primary Airport Services), Erick Lee, and Rose Keranen.

**AGENDA:** A motion was made by Albert Koskela and seconded by Tim Palosaari to approve the agenda as presented.

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Albert Koskela and seconded by Tim Palosaari to approve the April 30, 2015 regular airport meeting minutes as presented.

**Motion Carried Unanimously**

**BILLS:** A motion was made by Albert Koskela and seconded by Tim Palosaari to approve and pay the bills as presented.

**Motion Carried Unanimously**

Roll call – Tim Palosaari – YES Albert Koskela – YES

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

**PUBLIC COMMENTS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**New Business, Agenda Item A, “Mead & Hunt, Design Apron Rehabilitation Phase 3&4 Federal Project 4015/C119.** – The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 251607 in the amount of \$17,304.05 for submittal to MDOT for processing and payment to Mead & Hunt Engineering for the fourth progress payment, Design Services, CMX Apron Rehabilitation. The cost is reimbursable using AIP/PFC funds. Sponsor share is 2.5% which is reimbursable using PFC funds.

A motion was made by Albert Koskela and seconded by Tim Palosaari to approve the request.

**Motion Carried Unanimously**

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**New Business, Agenda Item B, "TSA Janitorial/Utility agreement"** - The Airport Manager asked for permission to sign the TSA janitorial/utility agreement for the holding area. The agreement reimburses fees associated with janitorial and utility usage for the holding area.

A motion was made by Albert Koskela and seconded by Tim Palosaari to approve the request.

**Motion Carried Unanimously**

**"New Business Agenda Item C, "Water/Sewage Report."** – For the period from March 19, 2015 to April 16, 2015 (28 days) daily I&I was 10,070 gallons. For the same time period in 2014 I&I was 12,325 gallons. For the period from March 20, 2015 to April 20, 2015 (31 days) water loss (280,970) gallons. For the same time period in 2014 water loss was 44,206 gallons.

**"New Business Agenda Item D, "Airline Monthly Statistics."** – For the month of April, 2015 SkyWest enplaned 1,741 passengers and deplaned 2,084 Last year in April SkyWest enplanements were 1,625 compared to this year's enplanements of 1,741 an increase of 116 passengers or 7.0%. SkyWest experienced 3 cancellation during the month compared to 7 in April of 2014. Sun Country enplaned 129 passengers. Combined enplanements for the month of April totaled 1,870.

**PUBLIC COMMENTS:**

**NEXT MEETING:** The next meeting will be held June 25, 2015 in the airport conference room at 4:00 PM.

**ADJOURNMENT:** A motion was made by Albert Koskela and seconded by Tim Palosaari to adjourn the meeting at 4:18PM.


Minutes approved by:

Recorded by:



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Tim Palosaari  
Airport Committee Chairman



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Dennis M. Hext  
Airport Manager