

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: September 24, 2015 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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

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

AGENDA: A motion was made by Albert Koskela and seconded by Eugene Londo to approve the agenda.

Motion Carried Unanimously

MINUTES: A motion was made by Albert Koskela and seconded by Eugene Londo to approve the August 27, 2015 regular airport meeting minutes as presented.

Motion Carried Unanimously

BILLS: A motion was made by Albert Koskela and seconded by Eugene Londo to approve and pay the bills as presented.

Motion Carried Unanimously

Roll call – Tim Palosaari – YES Eugene Londo – Yes Albert Koskela – YES

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

PUBLIC COMMENTS:

OLD BUSINESS:

NEW BUSINESS:

New Business, Agenda Item A, “Airport Land Sale”. – The Airport Manager requested permission to sell .32 acres, pending FAA approval, to Wayne Muhonen. When land was purchased to build the airport Mrs. Muhonen (Waynes Mother) owned 70 acres. The County/FAA purchased 40 of the 70 acres and left Mrs. Muhonen with 30 acres. At the time a county road was adjacent to the 30 acres however, over time the road was discontinued leaving the property land locked. In 2001 Mr. Muhonen asked for an easement through airport property so he could sell the land. At the time the FAA would only allow a “Voidable Access Easement” at no cost to Mr. Muhonen. Mr. Muhonen is now trying to sell the property unfortunately the voidable access easement is prohibiting the sale of the property. He has asked if the airport would look at the easement again and consider selling the property consisting of .32 acres to him so he can sell the 30 acres. If the airport sold the .32 acres it would have no negative impact to operations or runway approaches. An assessment report conducted by the County Equalization Director to determine the value of the property has been sent to the FAA for approval. If the transaction is approved by the FAA and Airport Committee the money would have to be used for Airport Projects.

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A motion was made by Eugene Londo and seconded by Albert Koskela to approve the request.

Motion Carried Unanimously

New Business, Agenda Item B, “Century 21 North Country Industrial Park Real Estate Contract Amendments”. - The Airport Manager requested permission to have the Airport Committee Chairman sign the Industrial park real estate contract amendments with Century 21. The current contracts are ready to expire. The amendments extend the contracts for 1 year with the commission remaining at 7%. Please see attached for amendments and lot information.

A motion was made by Albert Koskela and seconded by Eugene Londo to approve the request.

Motion Carried Unanimously

“New Business Agenda Item C, “Airport Manager License”. – The Airport Manager requested permission to have the Airport Committee Chairman sign the Airport Manager annual license application.

A motion was made by Albert Koskela and seconded by Eugene Londo to approve the request.

Motion Carried Unanimously

New Business, Agenda Item D, “Travel Request – Great Lakes Chapter AAAE Airport Operations & Maintenance Conference”. - The Airport Manager requested permission to attend the conference as referenced above in Rosemont, IL November 8-10 2015.

A motion was made by Eugene Londo and seconded by Albert Koskela to approve the request.

Motion Carried Unanimously

New Business, Agenda Item E, “Mead & Hunt, CA Apron Rehabilitation Phases 3&4”. - The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 254564 in the amount of \$3,371.25 for payment to Mead & Hunt Engineering for the first progress payment, Construction Administration Apron Rehabilitation phases 3 and 4. The cost is reimbursable using AIP/PFC funds. Sponsor share is 2.5% which is reimbursable using PFC funds.

A motion was made by Eugene Londo and seconded by Albert Koskela to approve the request.

Motion Carried Unanimously

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New Business, Agenda Item F, "Mead & Hunt, Terminal Building Replacement Study. - The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 255124 in the amount of \$3,520.02 for payment to Mead & Hunt Engineering for the sixth progress payment, CMX Terminal Building Replacement Study. The cost is reimbursable using AIP/PFC funds provided sponsor begins construction of new terminal. Sponsor share is 2.5% which is reimbursable using PFC funds.

A motion was made by Eugene Londo and seconded by Albert Koskela to approve the request.

Motion Carried Unanimously

"New Business Agenda Item G, "Water/Sewage Report." – For the period from August 18, 2015 to September 14, 2015 (28 days) daily I&I was 5,080 gallons. For the same time period in 2014 I&I was 6,173 gallons. For the period from August 18, 2015 to September 14, 2015 (28 days) water loss was 48,093 gallons. For the same time period in 2014 water loss was 30,660 gallons.

"New Business Agenda Item H, "Airline Monthly Statistics." – For the month of August, 2015 SkyWest enplaned 2,771 passengers and deplaned 2,712. Last year in August SkyWest enplanements were 2,697 compared to this year's enplanements of 2,771 an increase of 74 passengers or 3.0%. SkyWest experienced 1 cancellation during the month compared to 3 in August of 2014.

Royale Air enplaned 367 passengers and deplaned 349. Last year they enplaned 180 passengers compared to this year's enplanements of 367 an increase of 103% or 187 passengers.

Combined enplanements for the month of August totaled 3,138 (Including Royale Air)

PUBLIC COMMENTS:

NEXT MEETING: The next meeting will be held October 29, 2015 in the airport conference room at 4:00 PM.

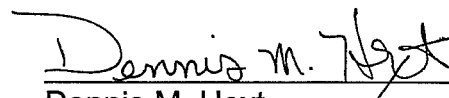
ADJOURNMENT: A motion was made by Albert Koskela and seconded by Eugene Londo to adjourn the meeting at 4.30PM.

Minutes approved by:

Recorded by:



Tim Palosaari
Airport Committee Chairman



Dennis M. Hext
Airport Manager