

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: January 28, 2016 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 - Present

**ATTENDEES:** Dennis Hext, Airport Manager, Eric Forsberg, County Administrator, Dennis Jouppe, (Primary Airport Services), Frank Sager, Russ Erkkila, Rose Keranen, and Melinda Donovan.

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

**Motion Carried Unanimously**

**BUILDING 10 OIL SEPARATOR INSTALLATION BID PROPOSALS:** The DEQ conducted an inspection of the storm drains in building 10 and determined the drains are not correctly configured. The storm drains are hooked up to the storm sewer and although they have oil separators the DEQ has informed the airport the drains are not in compliance. In order to bring the drains into compliance Bid specifications were sent to seven local contractors to install the correct oil separator in Building 10. Four sealed proposals were presented to the Committee as follows:

|                                  |             |
|----------------------------------|-------------|
| Northern Heating & Plumbing Inc. | \$8,934.00  |
| Ronald Hyrkas Contracting        | \$10,838.00 |
| Aire Care                        | \$12,995.00 |
| MJO Contracting Inc.             | \$17,095.00 |

A motion was made by Albert Koskela and seconded by Eugene Londo to accept Northern Heating & Plumbing Inc. proposal for \$8,934.00

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Albert Koskela and seconded by Eugene Londo to approve the December 23, 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 Administrator, presented the Airport and Water & Sewer financial reports for the month of December.

**PUBLIC COMMENTS:** Frank Sager addressed the Committee to discuss ways to improve general aviation services at the airport. Mr. Sager asked the Committee to “re-orient” the Airports priorities to focus more on the improvement of general aviation services. A discussion ensued detailing what kind of services were lacking how they could be improved and how the additional services would be funded or initiated. The Airport Committee took the ideas under

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consideration and determined additional funding to initiate the requested services was unavailable. No further action was taken.

**OLD BUSINESS:**

**NEW BUSINESS:**

**New Business, Agenda Item A, "Land Purchase – Runway 25 Approach".** – An 81 acre parcel of land adjacent to runways 25 and 31 has become available for purchase. The property is within the approach of runway 25 and also the approach of runway 31. Obstacles located on the property (mainly trees) are protruding through the imaginary surfaces of the approach for 25 and would need to be topped or removed. The Airport Manager has asked for permission from the FAA, and been given approval, to purchase the land so we can remove the trees and other obstacles on the property. If we purchase the property we will have control of our approaches and mitigate any future problems or costs associated acquiring the property in the future. The cost of the land is reimbursable using AIP/PFC funds after the County has acquired title to the land. The Airport Manager requested a motion to start the procedure to purchase the property pending successful negotiations with the seller on a price.

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

**Motion Carried Unanimously**

**New Business, Agenda Item B, "Mead & Hunt, CA General Aviation Apron Reconstruction (3813/C115)".** – The Airport Manager requested approval to have the Airport Committee Chairman sign invoice 257662 in the amount of \$5,964.41 for payment to Mead & Hunt Engineering for the final progress payment, Construction Administration General Aviation 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 Eugene Londo and seconded by Albert Koskela to approve the request.

**Motion Carried Unanimously**

**"New Business Agenda Item C, "Water/Sewage Report."** – For the period from December 10, 2015 to January 14, 2016 (35 days) daily I&I was 7,265 gallons. For the same time period in 2014 I&I was 7,929 gallons. For the period from December 10, 2015 to January 14, 2016 (35 days) water loss 148,365 gallons. For the same time period in 2014 water loss was 78,470 gallons.

**"New Business Agenda Item D, "Airline Monthly Statistics."** – For the month of December, 2015 SkyWest enplaned 2,100 passengers and deplaned 1,793. Last year in December SkyWest enplanements were 1,997 compared to this year's enplanements of 2,100 an increase of 103 passengers or 5%. SkyWest experienced 4 cancellations during the month compared to 9 in December of 2014. Annually SkyWest enplanements increased by 6% over last year and our total passenger count was 49,610. Our load factor on completed flights was 73% outbound and 72% inbound which is good considering SkyWest bid on a 69% load factor. Total cancellations for 2015 were 48 compared to 87 in 2014.

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Sun Country total passengers were 1,594 up from last year's number of 736.

Isle Royale total passengers were 1,831 up from last year's number of 1,098.

Cargo operations by both FedEx and UPS totaled 839,468 pounds up from last year's number of 768,527 pounds.

Total passengers in and out of the airport including SkyWest, Sun Country, and Isle Royale totaled 53,035. This number does not include private, corporate and general aviation traffic and passengers using the airport.

**PUBLIC COMMENTS:**

**NEXT MEETING:** The next meeting will be held February 25, 2016 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.

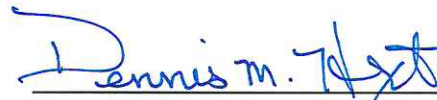
Minutes approved by:

Recorded by:



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Tim Palosaari  
Airport Committee Chairman



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Dennis M. Hext  
Airport Manager