

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: AUGUST 31, 2017 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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**ROLL CALL:** Tim Palosaari – Present, Albert Koskela – Present, Tom Tikkanen - Present

**ATTENDEES:** Dennis Hext, Airport Manager, Eric Forsberg, County Administrator, Dennis Juppe, Jim Koskiniemi, and Rose Keranen.

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

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve the July 27, 2017 regular airport meeting minutes.

**Motion Carried Unanimously**

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

**Motion Carried Unanimously**

Roll call – Tim Palosaari- YES Albert Koskela - YES Tom Tikkanen – YES

**FINANCIAL REPORT:** The County Administrator updated the Committee on the Airport financials and Water and Sewer system for the month of July.

**PUBLIC COMMENTS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**New Business, Agenda Item 1, “Airpark Sewer Main Replacement Bid Proposals”** – The bid to remove and replace approximately 1,835 LF of sanitary sewer main, manholes, proper disposal of existing sanitary sewer pipe and sludge, and other miscellaneous sewer and manhole improvements was cancelled. During the bid process and pre-bid meeting a suggestion was made to clean the sludge out of the line using a process known as pigging the pipe. The Committee decided to re-bid the project and split the project into 2 phases. The first phase would consist of sludge removal and televising of approximately 1,316 LF of sanitary sewer main and proper disposal of existing sanitary sludge. Depending on the findings from the first phase, the Committee will decide what the next step will be i.e. replacing the line, leaving the line in place etc.

A motion was made by Albert Koskela and seconded by Tom Tikkanen to split the project into two phases using the pig approach in the first phase and re-bid the project.

**Motion Carried Unanimously**

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**“New Business Agenda Item 2, “ Payne & Dolan Southwest Apron Rehabilitation Contract Federal Project 4217/C121”** – Payne & Dolan was the successful bidder for the rehabilitation of the Southwest Apron under FAA grant 4217 with a bid of \$556,583.15. The construction contract from Payne and Dolan was presented for Airport Committee review and approval. The Airport Manager requested a motion to have the Airport Committee Chairman sign the contract.

A motion was made by Tom Tikkanen and seconded by Albert Koskela to approve the request.

**Motion Carried Unanimously**

**“New Business Agenda Item 3, “Scodeller Construction Inc. Airfield Crack Sealing and Pavement Marking Contract 4217/C122”**– Scodeller Constuction Inc. was the successful bidder to provide Airfield Crack Sealing and Pavement marking under FAA grant 4217 with a bid of \$137,244.50. A contract from Scodeller Contruction Inc. was presented for Airport Committee review and approval. The Airport Manager requested a motion to have the Airport Committee Chairman sign the contract.

A motion was made by Tom Tikkanen and seconded by Albert Koskela to approve the request.

**Motion Carried Unanimously**

**“New Business, Agenda Item 4, “Fuel and Fire Safety Training”** – The Airport Manager requested approval to send John Britz and Luke Eskola to Lansing October 3<sup>rd</sup> and 4<sup>th</sup> 2017 for fuel training. The training is an FAA requirement and a budgeted item.

A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve the request.

**Motion Carried Unanimously**

**“New Business Agenda Item 5, “Wildlife Hazard Management Training”** – The Airport Manager requested approval to send Phil Anderson and Luke Eskola to Rhinelander Airport September 20<sup>th</sup> for wildlife training. The training is a FAA requirement and a budgeted item.

A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve the request.

**Motion Carried Unanimously**

**“New Business Agenda Item 6, “MAAE 2017 Fall Conference”** – The Airport Manager requested permission to attend the MAAE 2017 Fall Conference in Escanaba September 11-15<sup>th</sup>. The conference is a budgeted item.

A motion was made by Albert Koskela and seconded by Tom Tikkanen to approve the request.

**Motion Carried Unanimously**

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**“New Business Agenda Item 7, “Mead & Hunt Monthly Progress Report”** – The Mead & Hunt progress report summarizing activities for the period of July 1, 2017 through July 31, 2017 was presented for review.

**“New Business Agenda Item 8, “Water/Sewage Report.”** – For the period from July 17, 2017 to August 15, 2017 (29 days) daily I&I was 5,134 gallons. For the same time period in 2016 I&I was 5,765 gallons. For the period from July 14, 2017 to August 15, 2017 (32 days) water loss was 118,339 gallons. For the same time period in 2016 water loss was 122,240 gallons.

**“New Business Agenda Item 9, “Airline Monthly Statistics.”** – For the month of July 2017 SkyWest enplaned 2,547 passengers and deplaned 2,500. Last year in July, SkyWest enplanements were 2,444 compared to this year’s enplanements of 2,547 an increase of 103 passengers or 4%. SkyWest experienced 2 cancellations during the month compared to 3 in July of 2016.

Sun Country enplaned 97 passengers and deplaned 97 passengers.

Total enplaned passengers for July was 2,644.

**PUBLIC COMMENTS:**

**NEXT MEETING:** The next meeting will be held September 28, 2017 in the airport conference room at 4:00 PM.

**ADJOURNMENT:** A motion was made by Albert Koskela and seconded by Tom Tikkanen to adjourn the meeting at 4:41 PM.

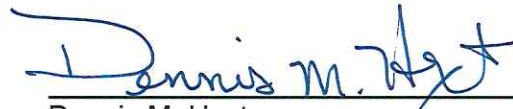
Minutes approved by:

Recorded by:



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Tim Palosaari  
Airport Committee Chairman



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Dennis M. Hext  
Airport Manager