

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: SEPTEMBER 28, 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, Phil Anderson, and Rose Keranen.

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

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Tom Tikkanen and seconded by Albert Koskela to approve the August 31, 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 August.

**PUBLIC COMMENTS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

**New Business, Agenda Item 1, “Sewer Main Replacement Phase 1- Bid Proposals”** – Sealed bid proposals for sludge removal and televising of approximately 1,316 LF of sanitary sewer main and proper disposal of existing sanitary sludge were presented for Committee approval. There was (1) bid received from Moyle for \$148,628 which exceeded the budget for this project.

A motion was made by Tom Tikkanen and seconded by Albert Koskela to table the bid until a review by Upper Peninsula Engineers and Architects (UPEA) was completed.

**Motion Carried Unanimously**

**New Business, Agenda Item 2, “FAA Grant Agreement 4217”**- The airport recently received a Federal Grant (3-26-0041-4217) for \$1,619,231.00. The purpose of the grant is to rehabilitate the southwest apron, crack seal and paint marking, acquire a new snow plow / spreader and motor grader. The state will also contribute 2.5% or \$42,611 along with the airports local share of \$42,612 to make the total grant amount \$1,704,454. The Airports local share will be reimbursed with PFC funds. The Airport Manager requested grant authorization and approval to have the Airport Committee Chairman sign the grant.

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 3, “Resolution Authorizing approval to have the Airport Committee sign grant 4217”**– The FAA requires a resolution specifying who is the official representative authorized to sign grant 4217. The Airport Manager requested a motion to approve a resolution specifying that the Airport Committee Chairman is authorized to sign the grant.

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

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

**Motion Carried Unanimously**

**“New Business Agenda Item 4, “Mead & Hunt Monthly Progress Report”** – The Mead & Hunt progress report summarizing activities for the period of August 1, 2017 through August 31, 2017 was presented for review.

**“New Business Agenda Item 5, “Water/Sewage Report.”** – For the period from August 15, 2017 to September 18, 2017 (34 days) daily I&I was 8,393 gallons. For the same time period in 2016 I&I was 6,280 gallons. For the period from August 15, 2017 to September 14, 2017 (30 days) water loss was 34,921 gallons. For the same time period in 2016 water loss was 137,070 gallons. Tim Palosaari requested yearly totals for the water loss and I&I for 2017. The topic of the water tank would be added to the agenda for November.

**“New Business Agenda Item 6, “Airline Monthly Statistics.”** – For the month of August 2017 SkyWest enplaned 2,662 passengers and deplaned 2,677. Last year in August SkyWest enplanements were 2,710 compared to this year’s enplanements of 2,662 a decrease of 48 passengers or 2%. SkyWest experienced (1) cancellation during the month compared to (2) in August of 2016.

**PUBLIC COMMENTS:** None

**NEXT MEETING:** The next meeting will be held October 26, 2017 in the airport conference room at 4:00 PM.

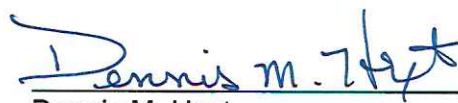
**ADJOURNMENT:** A motion was made by Albert Koskela and seconded by Tom Tikkanen to adjourn the meeting at 4:23 PM.

Minutes approved by:

Recorded by:



Tim Palosaari  
Airport Committee Chairman



Dennis M. Hext  
Airport Manager