

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: OCTOBER 26, 2017 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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

ATTENDEES: Dennis Hext, Airport Manager, Eric Forsberg, County Administrator, Dennis Jouppe, Jim Koskiniemi, Russ Erkkila, and Becky Ylitalo.

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 Albert Koskela and seconded by Tom Tikkanen to approve the September 28, 2017 regular airport meeting minutes.

Motion Carried Unanimously

BILLS: A motion was made by Tom Tikkanen and seconded by Albert Koskela 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 September.

PUBLIC COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS:

New Business, Agenda Item 1, “Airpark Sewer Improvements Bid Analysis” – Jim Koskiniemi, representing U.P. Engineers and Architects, presented his review of the bids for the sewer system improvements, Phase 1 in the Airport Industrial Park from the September meeting. Only one bid was received from Moyle Construction, which was incomplete. Mr. Koskiniemi requested clarification from Moyle and reached out to contractors to find out why they did not bid the project. Most contractors did not bid the project because their current projects would not allow them to complete this project. Mr. Koskiniemi is recommending that the Committee reject all bids and re-bid the project in the spring of 2018.

A motion was made by Tom Tikkanen and seconded by Albert Koskela to reject the bids and re-bid the project in the spring of 2018.

Motion Carried Unanimously

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New Business, Agenda Item 2, “MDOT Agreement 2017-0723- Rehabilitate SW Apron, Crack Seal/ Pavement Marking, Acquire SRE Plow with Sander and Motor Grader”- The airport recently received 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 snowplow / spreader and motor grader. The state will also contribute 2.5% or \$42,611 along with the local share of \$42,612 to make the total grant amount \$1,704,454. The Airport Manager requested approval to have the Airport Committee Chairman to sign the state contract agreement.

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

Motion Carried Unanimously

New Business Agenda Item 3, “Resolution for MDOT Contract 2017-0723” – The State of Michigan requires a resolution specifying who is the official authorized to sign contract 2017-0723. The Airport Manager requested a motion to approve a resolution specifying that the Airport Committee Chairman is authorized to sign the contract agreement.

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

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

Motion Carried Unanimously

New Business Agenda Item 4, “ Purchase of National/Alamo Licensee by Enterprise Holdings”- The Airport Manager informed the committee as of November 1, 2017 National/Alamo car rental had been purchased by Enterprise Holdings. The Airport Manager requested assignment of the current contracts between Houghton County Memorial Airport and National/Alamo to Enterprise holdings.

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

Motion Carried Unanimously

New Business Agenda Item 5, “Century 21 North Country Realtor Contract Amendments - Industrial Park Lots.” – The Airport Manager requested a motion to have the Airport Committee approve the amendments to extend the term of the contracts for the remaining industrial park lots until October 31, 2018.

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

Motion Carried Unanimously

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New Business, Agenda Item 6, “KRC Snow Blower Testing Amendment No. 6”. – The Airport Manager requested approval of the KRC Snow Blower Testing amendment 6, which extends the term through May 2018.

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

Motion Carried Unanimously

New Business, Agenda Item 7, “Veterans Land Lease Request”. – The Airport Manager informed the committee the Veterans’ Association requested permission to erect a 20 X 30 garage next to Building 7 to store the DAV van. It was decided that the Veterans’ Association would not be charged a land lease but rather if the Veterans’ ever vacate the garage, it would revert back to the Airport.

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

Motion Carried Unanimously

New Business, Agenda Item 8, “ARFF Training”. – The Airport Manager requested permission to send Aaron Raasakka to Salt Lake City to receive initial ARFF training.

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

Motion Carried Unanimously

New Business, Agenda Item 9, “Mead & Hunt Monthly Progress Report”. – The Mead & Hunt progress report summarizing activities for the time period from September 1, 2017 through September 30, 2017 was presented for review.

New Business, Agenda Item 10, “Water/Sewage Report.” – For the period from September 18, 2017 to October 18, 2017 (30 days) daily I&I was 7,350 gallons. For the same time period in 2016 I&I was 8,010 gallons. For the period from September 14, 2017 to October 16, 2017 (32 days) water loss was 126,063 gallons. For the same time period in 2016 water loss was 100,288 gallons.

“DA/ Ocu Glass Outstanding Debt”- The Airport manager updated the committee on DA & Ocu Glass’ outstanding debts. The Airport Committee Chairman said he would discuss the issue with DA & Ocu Glass.

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“New Business Agenda Item 11, “Airline Monthly Statistics.” – For the month of September 2017 SkyWest enplaned 2,147 passengers and deplaned 1,946. Last year in September SkyWest enplanements were 2,341 compared to this year’s enplanements of 2,147 a decrease of 194 passengers or 8%. SkyWest experienced 0 cancellations during the month compared to 0 in September of 2016. While the number is slightly lower than last year it is slightly above the average from previous years of 2,100 enplanements.

PUBLIC COMMENTS: None

NEXT MEETING: The next meeting will be held November 30, 2017 in the airport conference room at 4:00 PM.

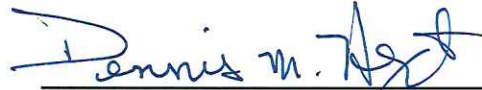
ADJOURNMENT: A motion was made by Tom Tikkanen and seconded by Albert Koskela to adjourn the meeting at 4:27 PM.

Minutes approved by:

Recorded by:



Tim Palosaari
Airport Committee Chairman



Dennis M. Hext
Airport Manager