

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: APRIL 24, 2019 TIME: 2:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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**ROLL CALL:** Tom Tikkanen – Present, Albert Koskela – Present, Roy Britz - Present

**ATTENDEES:** Dennis Hext, Airport Manager, Eric Forsberg, Phil Anderson, Henry Nordsiek, and Becky Ylitalo.

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

**Motion Carried Unanimously**

**MINUTES:** A motion was made by Albert Koskela and seconded by Roy Britz to approve the March 28, 2019 regular airport meeting minutes.

**Motion Carried Unanimously**

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

**Motion Carried Unanimously**

Roll call – Tom Tikkanen – YES, Albert Koskela – YES, Roy Britz– YES

**FINANCIAL REPORT:** The County Administrator updated the Committee on the financials for the Airport and Water and Sewer system for the month of March 2019.

**PUBLIC COMMENTS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

**New Business, Agenda Item 1, “Update DA Glass Agreements”-** The Airport Manager requested a motion to approve a draft Mortgage, Guaranty, and Promissory Note prepared by attorney Nick Daavettila. As agreed at the February 28, 2019 Airport Committee meeting the proposed agreements draft a payment plan to eliminate the debt owed by DA Glass. The agreements will be sent to DA Glass for execution upon Committee approval.

A motion was made by Roy Britz and seconded by Albert Koskela to approve the request.

**Motion Carried Unanimously**

**New Business, Agenda Item 2, “Goodwill Industries Lot 17 Sale”-** The Airport Manager requested a motion to approve Goodwill Industries sale of Lot 17 to Steven and Sandi Mattson of Great Lakes Sound and Vibration.

A motion was made by Albert Koskela and seconded by Roy Britz to approve the request.

**Motion Carried Unanimously**

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**New Business, Agenda Item 3, “T-Hangar Project Proposal”-** Henry Nordsiek addressed the Airport Committee regarding the potential construction of T-Hangars. After a lengthy discussion, the Board decided they would need a more accurate cost estimate for the completion of the project but were willing to move forward with the idea. Henry will meet with Eric Forsberg and Dennis Hext to discuss costs and financial considerations to present to the Airport Committee at a future date.

**“New Business Agenda Item 4, “Airline Data Database” –** The Keweenaw Economic Development Alliance (KEDA) approved an expenditure of 50% of the cost to purchase an Airline Data database subscription. KEDA would like the County to participate by purchasing the other 50% of the database. The purpose of the database is to analyze passenger boardings to determine leakage. A discussion ensued as to the benefits and return on the investment if the county funds 50% of the subscription and if the results would actually make a difference. The Airport Manager was tasked with talking to KEDA to get more information regarding the database.

**“New Business Agenda Item 5, “MDOT Grant – Terminal Modifications Continuation” –** The Airport Manager requested a motion to have the Airport Committee Chairman sign the MDOT Terminal Modifications Continuation grant pending review.

A motion was made by Albert Koskela and seconded by Roy Britz to approve the request.

**Motion Carried Unanimously**

**“New Business Agenda Item 6, “MDOT Grant – Ecologic Foam Testing System (ARFF Trucks)” –** The Airport Manager requested a motion to have the Airport Committee Chairman sign the MDOT Ecologic Foam Testing System Grant pending review.

A motion was made by Albert Koskela and seconded by Roy Britz to approve the request.

**Motion Carried Unanimously**

**New Business, Agenda Item 7, “Mead & Hunt Monthly Progress Report” –** The Mead & Hunt progress report summarizing activities for the time period of March 1- March 31, 2019 was presented for review.

**New Business, Agenda Item 8, “Water/Sewer Analysis”-** The Airport Manager informed the Airport Committee effective March 1, 2019 Torch Lake Sewage Authority increased their rates from \$6.60 per 1,000 gallons to \$7.22 per 1,000 gallons or 8%. The Airport Manager suggested the Board should take a look at the Airport’s water/sewer rate structure at the end of August and make any adjustments, if necessary, to coincide with the start of the new fiscal year on October 1<sup>st</sup>.

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**“New Business Agenda Item 9, “Water/Sewage Report.”** – For the period from February 13, 2019 to March 13, 2019 (28 days) daily I&I was 4,764 gallons. For the same time period in 2018 I&I was 5,057 gallons. For the period from February 13, 2019 to March 13, 2019 (28 days) water loss was 113,208 gallons. For the same time period in 2018 water loss was 71,204 gallons.

**“New Business Agenda Item 10, “Airline Monthly Statistics.”** – For the month of March 2019 SkyWest enplaned 2,081 passengers and deplaned 1,805. Last year in March SkyWest enplanements were 2,052 compared to this year’s enplanements of 2,081 an increase of 29 passengers or 1%. SkyWest experienced 4 cancellations during the month compared to 2 in March of 2018.

**PUBLIC COMMENTS:** None

**NEXT MEETING:** The next meeting will be Thursday, May 30, 2019 in the airport conference room at 4:00 PM.

**ADJOURNMENT:** A motion was made by Albert Koskela and seconded by Roy Britz to adjourn the meeting at 3:10 PM.

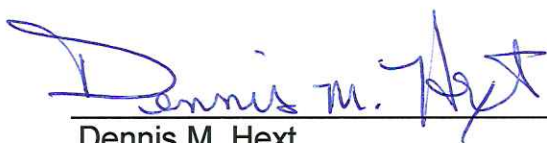
Minutes approved by:



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Tom Tikkanen  
Airport Committee Chairman

Recorded by:



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Dennis M. Hext  
Airport Manager