

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: MAY 30, 2019 TIME: 4:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

New Business, Agenda Item 2, "BS&A Training Marquette Michigan"- The Airport Manager requested a motion to send Becky Ylitalo to BS&A training in Marquette July 30th to August 1st. The event is hosted by BS&A and is free of charge.

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

Motion Carried Unanimously

New Business, Agenda Item 3, "Mead & Hunt Monthly Progress Report" – The Mead & Hunt progress report summarizing activities for the time period of April 1 through April 30, 2019 was presented for review.

"New Business Agenda Item 4, "Water/Sewage Report." – For the period from March 13, 2019 to April 16, 2019 (34 days) daily I&I was 13,997 gallons. For the same time period in 2018 I&I was 7,050 gallons. For the period from March 13, 2019 to April 16, 2019 (34 days) water loss was 98,635 gallons. For the same time period in 2018 water loss was 104,788 gallons.

"New Business Agenda Item 5, "Airline Monthly Statistics." – For the month of April 2019 SkyWest enplaned 1,792 passengers and deplaned 1,975. Last year in April SkyWest enplanements were 1,664 compared to this year's enplanements of 1,792 an increase of 128 passengers or 8%. SkyWest experienced 7 cancellations during the month compared to 3 in April of 2018.

PUBLIC COMMENTS: None

NEXT MEETING: The next meeting will be Thursday, June 27, 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 4:46 PM.

Minutes approved by:



Tom Tikkanen
Airport Committee Chairman

Recorded by:



Dennis M. Hext
Airport Manager

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

ATTENDEES: Dennis Hext, Airport Manager, Eric Forsberg, Russ Erkkila, Joe Masini, Dennis Jouppe, Jeff Ratcliffe, 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 April 24, 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 April 2019.

PUBLIC COMMENTS: Jeff Ratcliffe briefed the Committee on conversations between Delta and himself regarding the possibility of having Delta serve Houghton County Memorial Airport.

OLD BUSINESS: None

NEW BUSINESS:

New Business, Agenda Item 1, “Update DA Glass Agreements”- At the February 28, 2019 Airport Committee meeting terms were agreed upon and approved by Mr. Steve Williams and the Committee to help facilitate debt reduction for DA Glass. Subsequently documents were drafted by attorney Nick Daavettila and approved at the April 24, 2019 Airport Committee meeting for signature by Mr. Williams. The documents were emailed to Mr. Williams on May 1, 2019 for review and signature with a request to confirm receipt. No confirmation was received from Mr. Williams so Brad Aldrich was contacted via phone on 5/22/2019 to confirm the correct email address and phone number for Mr. Williams. Mr. Aldrich was asked to relay a message to have Mr. Williams and have him call the Airport Manager. The Airport Manger also tried to call Mr. Williams however, no response was received.

The Airport Manager requested Committee approval to have the documents and a letter sent by Attorney Daavettila via certified mail. The letter clarifies when the documents need to be signed and returned or further action by the Committee would be necessary. No motion was necessary and Committee approval was granted to proceed as requested.