

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: JANUARY 25, 2023 TIME: 1:00 PM

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

ROLL CALL: Tom Tikkanen – Present, Roy Britz – Present, Glenn Anderson

ATTENDEES: Dennis Hext – Airport Manager, Jillian Spagnotti, Becky Ylitalo, Phil Anderson

AGENDA: A motion was made by Glenn Anderson to approve the agenda, seconded by Roy Britz.

Motion Carried Unanimously

MINUTES: A motion was made by Glenn Anderson to approve the December 2023 Airport Meeting Minutes, seconded by Roy Britz.

Motion Carried Unanimously

BILLS: A motion made by Glenn Anderson to approve and pay the bills as presented, seconded by Roy Britz.

Roll call: Tom Tikkanen – YES; Roy Britz – YES; Glenn Anderson - YES

Motion Carried Unanimously

FINANCIAL REPORT: Becky Ylitalo, Houghton County Chief Financial Officer, presented the airport, water and sewer financials for December 2023.

PUBLIC COMMENTS: None

NEW BUSINESS:

New Business, Agenda Item 1, “Re-Purchase of Lot 2”. The owner of Isle Royale Seaplanes, contacted the Airport Manager and asked if the County would buy back Lot 2 located in the Airport Industrial Park. Pursuant to the Airpark Covenants the County has first right of refusal to buy the property back if no improvements have been made. Isle Royale Seaplane’s plans have changed and they no longer need the lot. Hawk Technologies originally purchased the lot, for \$40,000.00. At the April 03, 2023 Airport Committee Meeting the Committee agreed to allow Hawk Technologies to sell Lot 2 to Isle Royale Sea Planes for \$40,000.00. The Airport Manager requested a motion to approve the re-purchase of Lot 2 from Isle Royale Sea Planes for \$40,000.00 provided Isle Royale Sea Plane is responsible for all closing costs, administration fees, and legal fees to complete the transaction.

A motion was made by Glenn Anderson to approve the request, seconded by Roy Britz.

Roll Call: Tom Tikkanen – YES; Roy Britz – YES; Glenn Anderson - YES.

Motion Carried Unanimously

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New Business, Agenda Item 2, “Statement of Qualifications – Airport Engineering Services”. – It is an FAA requirement to request a statement of qualifications (SOQ) from Engineering firms every 5 years. Request for Proposals were placed on the Airport and MDOT websites and firms had until January 24, 2024 to submit their SOQ. One SOQ was received from Mead & Hunt. The Airport Manager requested a motion to approve the SOQ from Mead & Hunt pending review by the selection committee comprising of the Airport Manager, Tom Tikkanen, and Roy Britz.

A motion was made by Glenn Anderson to approve the request, seconded by Roy Britz.

Motion Carried Unanimously

New Business, Agenda Item 3, “Century 21 Contract – Lot 2”. – The Airport Manager requested approval to sign the contract with Century 21 to sell Lot 2 located in the Airport Industrial Park. The asking price is \$58,000 for 11.28 acres with a 7% percent commission.

A motion was made by Glenn Anderson to approve the request, seconded by Roy Britz.

Motion Carried Unanimously

New Business, Agenda Item 4, “Mead & Hunt Monthly Progress Report”. – The Mead & Hunt progress report summarizing activities for the period from December 1, 2023, through December 31, was presented for review.

New Business Agenda Item 5, “Water/Sewage Report.” – For the period from December 14, 2023, to January 11, 2024 (28 days) daily I&I was 6,566 gallons. For the same time period in 2023, I&I was 6,499 gallons. For the period from December 14, 2023, to January 11, 2024 (28 days) water loss was (104,105) gallons. For the same time period in 2023 water loss was (110,404) gallons.

New Business Agenda Item 6, “Airline Monthly Statistics.” – For the month of December 2023, SkyWest enplaned 1,809 passengers and deplaned 1,771. Last year in December SkyWest enplanements were 1,752 compared to this year’s enplanements of 1,809 an increase of 57 passengers or 3%. SkyWest experienced 2 cancellations during the month compared to 8 in December of 2022.

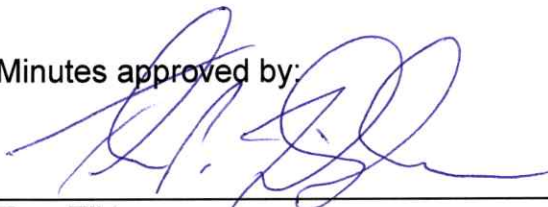
PUBLIC COMMENT: None

NEXT MEETING: The next meeting will be Thursday, February 29, 2024 at 1:00 PM.

ADJOURNMENT: A motion was made by Glenn Anderson to adjourn the meeting at 1:25 PM, seconded by Roy Britz.

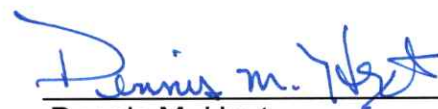
Motion Carried Unanimously

Minutes approved by:



Tom Tikkanen
Airport Committee Chairman

Recorded by:



Dennis M. Hext
Airport Manager