

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: OCTOBER 31, 2023 TIME: 1:00 PM

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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

ATTENDEES: Dennis Hext – Airport Manager, Jillian Spagnotti

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

Motion Carried Unanimously

MINUTES: A motion was made by Roy Britz to approve the September 2024 Airport Meeting Minutes, seconded by Glenn Anderson.

Motion Carried Unanimously

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

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

Motion Carried Unanimously

FINANCIAL REPORT: Dennis Hext, Airport Manager, presented the airport, water and sewer financials for September 2024.

PUBLIC COMMENTS: None

NEW BUSINESS:

New Business, Agenda Item 1, “Century 21 Contract Amendment Lot 1”. – The Airport Manager requested approval to sign the Century 21 Contract Amendment for Lot 1 which extends the term from 10/31/2024 to 10/31/2025. The current purchase price for the lot is \$99,800.00 for 23.14 acres. The amendment lowers the asking price to \$95,000. Commission is 7%.

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

Motion Carried Unanimously

New Business, Agenda Item 2, “MDOT Grant Agreement 221855PE / FAA 5324”. – The committee discussed the FAA grant of \$219,603, which will be used for the construction of six unit box hangars. The state will contribute 2.5% of the cost. The grant was approved at the Airport Committee meeting on August 29, 2024. This agreement specifically covers the state's share of the project and was executed prior to the meeting in order to expedite the process. The Airport Manager then requested formal approval of the agreement from the Committee

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

Motion Carried Unanimously

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New Business, Agenda Item 3, "Mead & Hunt Monthly Progress Report". – The Airport Manager reviewed the Mead & Hunt progress report summarizing activities for the period from September 1, 2024, through September 30, 2024.

New Business Agenda Item 4, "Water/Sewage Report." – The Airport Manager reviewed the Water & Sewer report for the period from September 12, 2024, to October 11, 2024 (29 days) daily I&I was 1,432 gallons. For the same time period in 2023, I&I was 544 gallons. For the period from September 12, 2024, to October 11, 2024 (29 days) water loss was (202,607) gallons. For the same time period in 2023 water loss was (104,110) gallons.

New Business Agenda Item 5, "Airline Monthly Statistics." – The Airport Manager reviewed the Monthly Airline Statistics for the month of September 2024, SkyWest enplaned 2,310 passengers and deplaned 2,186. Last year in September SkyWest enplanements were 2,223 compared to this year's enplanements of 2,310 an increase of 87 passengers or 4%. SkyWest experienced 0 cancellations during the month compared to 1 in September of 2023. Our completed flights load factor was 77%.

PUBLIC COMMENT: None

NEXT MEETING: The next meeting will be Tuesday, November 26, 2024 at 1:00 PM.

ADJOURNMENT: A motion was made by Glenn Anderson to adjourn the meeting at 1:26 PM, seconded by Roy Britz.

Motion Carried Unanimously

Minutes approved by:



Tom Tikkanen
Airport Committee Chairman

Recorded by:



Dennis M. Hext
Airport Manager