HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: JULY 30, 2026, TIME: 1:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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

ATTENDEES: Casey Polkinghorne – Airport Manager, Jillian Spagnotti, Russ Erkkila, Bill Voght, Jonas Denenberg

AGENDA: A motion was made by Roy Britz to approve the updated agenda, seconded by Tom Tikkanen.

Motion Carried Unanimously

MINUTES: A motion was made by Roy Britz to approve the June 2026 Airport Meeting Minutes, seconded by Tom Tikkanen.

Motion Carried Unanimously

BILLS: A motion was made by Roy Britz to approve and pay the bills, seconded by Tom Tikkanen.

Roll call: Tom Tikkanen – YES; Roy Britz – YES

Motion Carried Unanimously

FINANCIAL REPORT: Casey Polkinghorne, Airport Manager, presented the airport, water and sewer financials for July 2026.

PUBLIC COMMENTS: Jonas Denenberg introduced himself and inquired about Breeze Airlines (Ultra Low Cost Airline), a discussion ensued.

New Business, Agenda Item 1, "Traverse Engineering (TES) Monthly Progress Report" – The Airport Manager reviewed the Traverse Engineering progress report summarizing activities for the month of June 2026.

New Business, Agenda Item 2, "Mead & Hunt Monthly Progress Report" – The Airport Manager reviewed the Mead & Hunt progress report summarizing activities for the period from June 1st, 2026, through June 30, 2026.

New Business Agenda Item 3, "Water/Sewage Report" – The Airport Manager reviewed the Water & Sewer report for the period from June 18th to July 16th, 2026 (29 days), daily I&I was 4,069 gallons/day. For the same time period in 2025, daily I&I was 5,029 gallons/day. For the period from June 18th to July 16th, 2026 (29 days), total water loss was 158,900 gallons ($1,492.48). For the same time period in 2025 total water loss was 141,375 gallons.

Water loss represents the difference between gallons purchased and gallons sold. Several factors contribute to this variance, including tank fills (water purchased but not yet sold), estimated fire department training usage, construction usage that may not be billed until the following month, and estimated fire hydrant flushing. In addition, customer sprinkler systems are not recorded through individual meters. Water loss can fluctuate month to month due to the timing of meter readings. Actual water loss figures are generally most accurate from October through March (1st and 2nd quarters of the fiscal year).

New Business Agenda Item 4, "Airline Monthly Statistics" – The Airport Manager reviewed the Airline Monthly Statistics for the month of June, 2026, SkyWest enplaned 2,367 passengers and deplaned 2,524. Last year in June, SkyWest enplanements were 2,456 compared to this year's enplanements of 2,367 a decrease of 89 passengers or 3.6%. SkyWest experienced 1 cancellation during the month, which was one more than in June of 2025. Our completed flights load factor was 80% compared to 82% in 2025.

New Business, Agenda Item 5, "FAA Grant 3-26-0041-055-2026" – The FAA emailed grant offer 3-26-0041-055-2026 to the Airport Manager on July 20th, 2026 for review and execution. The purpose of the grant is to construct six T-hangars. The Grant had to be finalized by all parties before July 31st. The grant was fully executed by the Airport Manager, Roger Zappa (County Attorney) and the FAA on July 20, 2026. The grant is for $2,465,618 ($2,342,337 federal, $123,281 state, $0 local). The contract with Mead & Hunt for this grant was approved in January 2026. The Airport Manager requested formal approval from the committee.

A motion was made by Roy Britz to approve the request, seconded by Tom Tikkanen.

Roll call: Tom Tikkanen – YES; Roy Britz – YES

New Business, Agenda Item 6, "FAA Grant 3-26-0041-056-2026" – The FAA emailed grant offer 3-26-0041-056-2026 to the Airport Manager on July 20th, 2026 for review and execution. The purpose of the grant is to rehab runway/taxiway markings, reseal runway/taxiways. The Grant had to be finalized no later than July 31st, 2026. The grant was fully executed by the Airport Manager, Roger Zappa (County Attorney) and the FAA on July 20, 2026. The AIP grant is for $1,054,767.00 ($1,002,028.64 federal, $26,369.14 state, $26,369.22 local) or 95% of the total cost. The contract with Mead & Hunt was approved in October 2025. The Airport Manager requested formal approval from the committee.

A motion was made by Roy Britz to approve the request, seconded by Tom Tikkanen.

Roll call: Tom Tikkanen – YES; Roy Britz – YES

New Business, Agenda Item 7, "Mead & Hunt Agreement Amendment No. 1 – Construction Administration – Six Unit T-Hangar". – The next step in advancing the six-unit T-hangar project is approval of the Construction Administration contract with Mead & Hunt. The contract amount is $347,431.00 and is included as part of FAA Grant 3-26-0041-055-2026 (referenced in New Business Item 5). The Airport Manager requested approval of this contract.

A motion was made by Roy Britz to approve the request, seconded by Tom Tikkanen.

Roll call: Tom Tikkanen – YES; Roy Britz – YES

New Business, Agenda Item 8, "Silent Properties, LLC purchase of Lot 9 from Pacific Superior, LLC". – Pursuant to Section 5 "Resale Rights," Subsection B of the Industrial Airpark covenants, Silent Properties is requesting Committee approval for the purchase of Lot 9.

An email dated July 14, 2026, was received from Steve Mattson of Great Lakes Sound & Vibration. Mr. Mattson stated that the property is immediately adjacent to Great Lakes Sound & Vibration's Airpark campus and represents a strategic opportunity to preserve future expansion capacity within the Houghton County Industrial Airpark. While there is no immediate operational need for the entire facility, ownership will allow portions of the building to be leased until additional space is required for future manufacturing, engineering, acquisitions, strategic partnerships, or supplier operations. He further noted that the proposed purchase preserves industrial use of the property, supports continued investment within the Airpark, and maintains flexibility for future economic development consistent with the intent of the Industrial Airpark covenants. The lot is currently occupied by Quincy Manufacturing.
The Airport Manager requested approval of the sale of Lot 9 to Silent Properties.

A motion was made by Roy Britz to approve the request, seconded by Tom Tikkanen.

New Business, Agenda Item 9, "Upper Michigan Water Company rate increase" – A letter dated July 6, 2026, was received from Upper Michigan Water Company regarding an upcoming rate adjustment. Effective July 15, 2026, water rates increased by approximately 15%.

A motion was made by Roy Britz to add this as an item on the county board agenda, seconded Tom Tikkanen.

New Business, Agenda Item 10, "Airport Manager Update" – The rental garage, large storage room, and generator building were filled with stored boxes. The Airport Manager and the Business Operations Coordinator sorted through the materials and arranged for a shred truck to be onsite for document destruction. Most of the cleanup is complete, with only a few finishing touches remaining, and one additional storage room still requiring significant sorting and cleanup. The condition of this building continues to decline, and although it is currently rented by the Sheriff's Department, long-term disuse may contribute to further deterioration. The Veterans Affairs

Office may be a suitable future tenant, as they are seeking additional space that would allow veterans to gather. In response to Glenn Anderson's question last month, the Airport Manager reported that the Volaire contract may be cancelled with a sixty-day notice. Xeratec will be conducting a test run of the parking system prior to full implementation. The airport also hosted fire department training involving 10 trucks and 42 firefighters, which helps personnel become familiar with the airport property should the Airport Emergency Plan need to be enacted. Additionally, Michigan Works visited the airport for a tour and to learn more about job opportunities available at various times throughout the year.

PUBLIC COMMENT: Jonas Denenberg addressed the Committee regarding ongoing Essential Air Service (EAS) matters. He noted that several EAS cities have transitioned to the CRJ-550 aircraft, which is capable of operating in wet snow conditions, whereas the CRJ-200 is not. He also stated that SkyWest may consider converting the entire CRJ-200 fleet to a 41-seat configuration, which would have a significant negative impact on enplanements at CMX. In regard to discussions about changing the airport's destination to Detroit and/or Minneapolis, Mr. Denenberg expressed opposition and outlined his reasons. He emphasized that CMX currently ranks fourth among EAS communities for enplanements.

NEXT MEETING: The next meeting will be Thursday, August 27, 2026, at 1:00 PM.

ADJOURNMENT: A motion was made by Roy Britz to adjourn the meeting at 2:36 PM, seconded by Tom Tikkanen.

Motion Carried Unanimously

Minutes approved by:

Tom Tikkanen
Airport Committee Chairman

Recorded by:

Casey J. Polkinghorne
Airport Manager