HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: OCTOBER 1, 2026, TIME: 1:00 P.M.

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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

ATTENDEES: Casey Polkinghorne – Airport Manager, Jillian Spagnotti, Russ Erkkila, Bill Voght, Dick Supena – Traverse Engineering

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

Motion Carried Unanimously

MINUTES: A motion was made by Glenn Anderson to approve the August 2026 Airport Meeting Minutes, seconded by Roy Britz.

Motion Carried Unanimously

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

Roll call: Roy Britz – YES; Glenn Anderson – YES

Motion Carried Unanimously

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

PUBLIC COMMENTS: None

New Business, Agenda Item 1, "Traverse Engineering (TES) Monthly Progress Report" – The Airport Manager reviewed the TES progress report summarizing activities for the month of August, 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 August 1st, 2026, through August 31st.

New Business, Agenda Item 3, "Water/Sewage Report" – The Airport Manager reviewed the Water/Sewer Report for the period from August 13 through September 16, 2026 (35 days). Daily I&I was 4,457 gallons per day, compared to 3,656 gallons per day during the same period in 2025. Total water loss for the period was 199,986 gallons ($1,849.31), compared to 285,670 gallons during the same period in 2025.

Water loss is calculated as gallons purchased versus gallons sold. Events that contribute to water loss include tank filling (water purchased but not yet sold), estimated fire department training usage, construction usage that may not be billed until the following month, and fire hydrant flushing. Customer sprinkler systems are not read on customer meters. Water loss fluctuates from month to month based in part on the timing of meter readings. Actual water loss is most accurately assessed from October through March (first and second fiscal quarters).

New Business Agenda Item 4, "Airline Monthly Statistics" – The Airport Manager reviewed the Airline Monthly Statistics for the month of August, 2026, SkyWest enplaned 3,157 passengers and deplaned 2,988. Last year in August, SkyWest enplanements were 3,401 compared to this year's enplanements of 3,157 a decrease of 244 passengers or 7%. SkyWest experienced four cancellations during the month, compared to zero in August of 2025. Our completed flights load factor was 79% compared to 81% in 2025.

New Business, Agenda Item 5, "Parking System Update – First Month" – The Airport Manager provided an update on the newly implemented parking system and expressed satisfaction with the rollout, noting that the transition was exceptionally smooth. While a task list remains in place to address minor improvements and system refinements, early results have been very positive. Scan processing times have been reduced by approximately 50%, communication has improved significantly, and both the administrative and customer-facing interfaces have enhanced functionality and user experience. Overall system performance and utilization metrics have exceeded expectations.

New Business, Agenda Item 6, "United Airlines Article" – The Airport Manager discussed the article, *"How United Airlines Is Squeezing a Record 650 Daily Flights out of O'Hare's FAA-Capped Schedule,"* which was provided by Volaire. Discussion focused on United Airlines' short-term and long-term service strategies and the potential impact on CMX. The Airport Manager noted an increase in flight cancellations and community complaints, as well as ongoing competition between American Airlines and United Airlines for gate access at Chicago O'Hare. It was further noted that Marquette is not expected to receive United service until at least October 2027. The article highlights United's focus on larger-capacity aircraft and reduced service to smaller communities, raising concerns for airports such as CMX that rely on regional jet (CRJ) service. The discussion also emphasized the continued importance of the Essential Air Service (EAS) program in maintaining reliable air service and supporting the long-term sustainability of CMX.

New Business, Agenda Item 7, "Airport Manager Update" – The Airport Manager reported that a new part-time janitor has been hired to replace the previous employee who accepted a full-time position at the transfer station. Plans are underway to begin recovering and refurbishing seating in the terminal. The Airport Manager also noted that Sun Country operations went well. Due to changes in airline requirements, staff who handle baggage are now required to complete fingerprinting. Additionally, crack sealing work has been completed, and the project was successful thanks to excellent communication and coordination between the crack sealing contractor and the airport maintenance team.

PUBLIC COMMENT: None

NEXT MEETING: The next meeting will be Thursday, October 29, 2026, at 1:00 PM.

ADJOURNMENT: A motion was made by Glenn Anderson to adjourn the meeting at 1:55 PM, seconded by Roy Britz.

Motion Carried Unanimously

Minutes approved by:

Tom Tikkanen
Airport Committee Chairman

Recorded by:

Casey J. Polkinghorne
Airport Manager