

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: June 1, 2023 TIME: 1:00 PM

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

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

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

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

Motion Carried Unanimously

MINUTES: A motion was made by Roy Britz to approve the April 2023 Airport Meeting Minutes, second by Tom Tikkanen.

Motion Carried Unanimously

BILLS: A motion made by Roy Britz to approve and pay the bills as presented, second by Tom Tikkanen.

Roll call: Tom Tikkanen – YES; Roy Britz – YES; Glen Anderson – Absent

Motion Carried Unanimously

FINANCIAL REPORT: Becky Ylitalo, County CFO, presented the airport, water and sewer financials for May 2023.

PUBLIC COMMENTS: None

NEW BUSINESS:

New Business, Agenda Item 1, “Mead & Hunt Agreement – Commercial Aviation Terminal Concept and Budget Report”. – The Airport Manager presented an agreement with Mead & Hunt to conduct the CBR for the terminal project. The total cost of the agreement is \$180,524.00 and will be funded using the ARP Grant. The Airport Manager requested a motion to approve the agreement.

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

Motion Carried Unanimously

New Business, Agenda Item 2, “MDOT Contract Amendment No. 1 – AIP Project 4318 Amendment No. 1 Signatory Authority Resolution”. – MDOT requires a resolution approving the MDOT/FAA amendment to the contract for AIP project 4318 furthermore, the resolution must state authorize the signatory. The Airport Manager requested a motion to approve the resolution.

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

Motion Carried Unanimously

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: June 1, 2023 TIME: 1:00 PM

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

New Business, Agenda Item 3, "MDOT Contract Amendment No. 1 – AIP Project 4318". – The Airport Manager requested a motion to approve Contract Amendment No. 1 for AIP grant 4318. The amendment increases the grant amount by \$16,742.00 to cover costs associated with the purchase of parcel 33 on the end of runway 25.

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

Motion Carried Unanimously

New Business, Agenda Item 4, "Mead & Hunt Monthly Progress Report". – The Mead & Hunt progress report summarizing activities for the period from April 1, 2023, through April 30, 2023, is unavailable at this time. I hope to have it before the meeting.

New Business Agenda Item 5, "Water/Sewage Report." – For the period from April 14, 2023, to May 12, 2023 (28 days) daily I&I was 16,041 gallons. For the same time period in 2022, I&I was 17,510 gallons. For the period from April 14, 2023, to May 12, 2023 (28 days) water loss was 112,974 gallons. For the same time period in 2022 water loss was 132,692 gallons.

New Business Agenda Item 6, "Airline Monthly Statistics." – For the month of April 2023, SkyWest enplaned 1,908 passengers and deplaned 2,021. Last year in April SkyWest enplanements were 1,534 compared to this year's enplanements of 1,908 an increase of 374 passengers or 24%. SkyWest experienced 4 cancellations during the month compared to 6 in May of 2022.

PUBLIC COMMENT: None

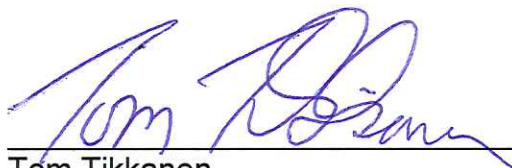
NEXT MEETING: The next meeting will be Thursday, June 29, 2023 in the airport conference room at 1:00 PM.

ADJOURNMENT: A motion was made by Roy Britz to adjourn the meeting at 1:43 pm, second by Tom Tikkanen.

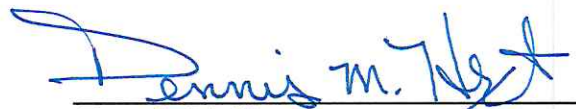
Motion Carried Unanimously

Minutes approved by:

Recorded by:



Tom Tikkanen
Airport Committee Chairman



Dennis M. Hext
Airport Manager