

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: NOVEMBER 30, 2023 TIME: 1:00 PM

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

---

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

**ATTENDEES:** Dennis Hext – Airport Manager, Becky Ylitalo – County CFO, Jillian Spagnotti, 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 October 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

**Motion Carried Unanimously**

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

**PUBLIC COMMENTS:** None

**NEW BUSINESS:**

**New Business, Agenda Item 1, “Outlot A Repurchase Agreement”.** – At the October 26, 2023 Airport Committee meeting Kirk Hammel, Owner A+ Pest Management, expressed interest in selling back Outlot A located in the Airport Industrial park to the County. The Committee agreed to re-purchase the lot pursuant to the Industrial Park covenants and tasked the Airport Manager with drafting the re-purchase agreement.

A re-purchase agreement was created by the County Attorney to buy back the lot for \$14,943.00. The agreement also stated that Mr. Hammel would cover all costs associated with the re-purchase. The Airport Manager requested a motion to approve the agreement pending County Board approval.

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

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

**Motion Carried Unanimously**

**New Business, Agenda Item 2, “2024 Airport Manager License Application”.** – The Airport Manager requested approval to have the Airport Committee Chairman sign the 2024 Airport Manager License Application.

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

**Motion Carried Unanimously**

HOUGHTON COUNTY MEMORIAL AIRPORT MEETING MINUTES

DATE: NOVEMBER 30, 2023 TIME: 1:00 PM

LOCATION: HOUGHTON COUNTY MEMORIAL AIRPORT CONFERENCE ROOM

---

**New Business, Agenda Item 3, “MAAE 2024 Airport Conference – February 21-22, Lansing MI”.** –

The Airport Manager requested approval to attend the 2024 MAAE Airport Conference in Lansing Michigan on February 21-22. This Conference is typically attended by the Airport Manager, Airport Committee members, and the County Administrator or designee. This is a budgeted item.

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

**Motion Carried Unanimously**

**New Business Agenda Item 4, “MIOSHA Inspection Report”.** – On October 24, 2023 MIOSHA conducted a safety inspection of the Airport. No citations were found during the surprise safety inspection.

**New Business, Agenda Item 5, “Mead & Hunt Monthly Progress Report”.** – The Mead & Hunt progress report summarizing activities for the period from October 1, 2023, through October 31, 2023 was presented for Committee review.

**New Business Agenda Item 6, “Water/Sewage Report.”** – For the period from October 13, 2023, to November 15, 2023 (33 days) daily I&I was 5,230 gallons. For the same time period in 2022, I&I was 8,461 gallons. For the period from October 13, 2023, to November 15, 2023 (33 days) water loss was (26,995) gallons. For the same time period in 2022 water loss was (79,893) gallons.

**New Business Agenda Item 7, “Airline Monthly Statistics.”** – For the month of October 2023, SkyWest enplaned 2,298 passengers and deplaned 2,091. Last year in October SkyWest enplanements were 2,359 compared to this year’s enplanements of 2,298 an decrease of 61 passengers or 3%. SkyWest experienced 1 cancellation during the month compared to 0 in October of 2022.


**PUBLIC COMMENT:** None

**NEXT MEETING:** The next meeting will be Thursday, December 28, 2023 at 1:00 PM.

**ADJOURNMENT:** A motion was made by Roy Britz to adjourn the meeting at 1:27 PM, second by Tom Tikkanen.

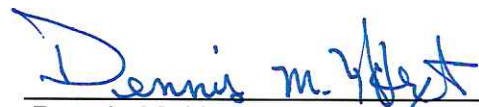
**Motion Carried Unanimously**

Minutes approved by:



Tom Tikkanen  
Airport Committee Chairman

Recorded by:



Dennis M. Hext  
Airport Manager