



**MINUTES OF THE
CHISHOLM-HIBBING AIRPORT AUTHORITY
Regular Meeting
Monday, August 21, 2023**

1. Call to Order & Roll Call:

The regular meeting of the Chisholm-Hibbing Airport Authority was called to order by President, Jeannie Quirk on Monday, August 21, 2023, at 5:00 pm.

Members Present:

Jeannie Quirk, President
Jon Timpane, Vice President
Terry Samsa, Treasurer
David Isaacson
Mike Furlong
Ed LaTendresse

Barrett Ziemer, Executive Director
Jill Fatticci, Office Administrator
Rick Prebich, Attorney
Darren Christopher, RS&H

Others Present:

2. Acceptance of Agenda:

Motion was made by Director Timpane supported by Director Samsa to accept the agenda. Motion carried unanimously.

3. Approval of Minutes:

A motion was made by Director Timpane supported by Director Furlong to approve the meeting minutes of the June 12, 2023, Regular Meeting with the following changes - Add Director Furlong as present. Motion carried unanimously.

4. Communications:

A. Airline Enplanement Report for July 2023 to be discussed in Executive Director Report.

B. Cannabis Ordinance – New Business Item 3 to be discussed in Executive Director Report.

5. Public Forum:

There was no public forum.

6. Tenant Forum:

There was no tenant forum.

7. Old Business:

A. FBO Hangar Construction project update and payment request(s):

1. Max Gray Pay Application #19 for \$66,509.97- A motion to approve payment was approved by Director Timpane and supported by Director Samsa. Motion was carried unanimously.

B. Detroit Diesel Industrial Park building expansion, project update:

1. Max Gray Pay Application #4 - \$1,459,567.36. Motion to approve payment was made by Director Timpane and supported by Director Samsa. Motion was carried unanimously.

2. RS&H CA Invoice# 10141934007-4 \$85,960.00. Motion to approve payment was made by Director Timpane and supported by Director Furlong. Motion was carried unanimously.

C. Runway Safety Area/Airfield Stormwater Project Update:

1. Ulland Pay Application#3 - \$1,256,046.26. Motion to ratify payment was made by Director Isaacson and supported by Director Furlong. Motion carried unanimously.

2. Ulland Pay Application #4 - \$113,184.22. Motion to approve payment was made by Director Timpane and supported by Director Furlong. Motion carried unanimously.

3. RS&H CA Inv# 10141934006-5 \$134,768.40. Motion to approve payment was made by Director Timpane and supported by Director Isaacson. Motion was carried unanimously.

D. Airway Property Purchase Update

1. A motion was made to extend the purchase agreement and pay closing costs was made by Director Furlong and supported by Director Timpane. Motion carried unanimously.

8. New Business:

- A. 6:00 PM Joint meeting with city of Chisholm and Hibbing to approve 2024 tax levy of \$797,368.00. Motion to accept and approve proposed levy was made by Director Isaacson and supported by Director Samsa. Motion carried.
 - a. The City of Chisholm voted and approved the levy.
 - b. The City of Hibbing wanted more time for review and will have an answer soon.
- B. Tug Purchase Proposal- Premium inquired about purchasing our tug but due to it being Airport property if we were to sell it would have to be put up for public auction. A motion was made to continue with month to month rental by Director Timpane and supported by Director Samsa. Motion carried unanimously.
- C. A motion was made by Director Timpane and seconded by Director Furlong to approve the Cannabis Policy. Motion carried.

9. Attorney's Report:

There was no attorney's report.

10. Executive Director's Report:

- A. Delta Connections and Sun Country July 2023 Enplanement report.
 - a. Delta enplanements were 1330 for July.
 - b. Sun Country has a charter scheduled for Oct 15-19.
- B. SkyWest Air Service Update
 - a. No new updates on the Commuter authorization.
- C. Auto Rental Conversations
 - a. Exec Director Ziemer had a phone conversation with a regional manager at Enterprise.

11. Committee Report:

The were no Committee reports.

12. Accounts Payable:

A motion was made by Director Timpane, supported by Director Samsa to approve the July 2023 payables to date in the amount of \$2,875,600.53. Motion carried unanimously.

13. Accounts Payable:

Motion was made by Director Timpane, supported by Director Furlong to approve the August 2023 payables to date in the amount of \$64,004.79. Motion carried unanimously.

14. Treasurer's Report and Review of Financial Records:

The motion was made by Director Timpane, supported by Director Isaacson to approve the July 2023 treasurers report and report of cash holdings as presented. Motion carried unanimously.

15. Board Concerns:

No concerns at this time.

16. Adjournment:

There being no further discussion, it was moved by Director Timpane, supported by Director Furlong to adjourn the meeting at 6:47 P.M. Motion carried unanimously.

Chisholm-Hibbing Airport Authority
Jeannie Quirk, President

ATTEST:

Chisholm-Hibbing Airport Authority
Jill Fatticci, Office Administrator