



**MINUTES OF THE
CHISHOLM-HIBBING AIRPORT AUTHORITY
Regular Meeting
Monday, May 20, 2024**

1. Call to Order & Roll Call:

The regular meeting of the Chisholm-Hibbing Airport Authority was called to order by President, Mike Furlong on Monday, May 20, 2024, at 5:00 pm.

Members Present:

Mike Furlong, President
Terry Samsa, Vice President
Ed LaTendresse, Treasurer
Jeannie Quirk
Jon Timpane
Anne Jordan

Barrett Ziemer, Executive Director
Jill Fatticci, Office Administrator
Branden Jensen, RS&H
Rick Prebich, Attorney

Others Present:

Jeff Sterle, Sterle & Co Auditor

2. Acceptance of Agenda:

A motion was made by Director Timpane, supported by Director Quirk to accept the agenda with the following additions- Item 4-2-EAS approved Order for SkyWest, Item 7A4-Adjusted occupancy insurance for Detroit Diesel Reman, Item 7C2 –RS&H Invoice for fence design. Motion carried unanimously.

3. Approval of Minutes:

A motion was made by Director Quirk, supported by Director Samsa to approve the meeting minutes of the April 15, 2024, Regular meeting. Motion carried unanimously.

4. Communications:

- A. Correspondence on Cessna 120 to be discussed in Attorney report.
- B. EAS accepted order for SkyWest 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. Detroit Diesel Industrial Park building expansion, project update:

- 1. Change Order #7 for \$181,274.79 – A motion to approve the change order was made by Director Samsa, supported by Director LaTendresse. Motion carried unanimously.
- 2. Max Gray Pay Application #13 for \$421,155.01. Motion to approve payment with the contingency of approved certified payroll report and RS&H review was made by Director Timpane, supported by Director Jordan. Motion carried unanimously.
- 3. RS&H Pay Application #12 for \$30,700.00. Motion to approve payment was made by Director LaTendresse, supported by Director Quirk. Motion carried unanimously.
- 4. League of MN Cities Inv \$5,766.00. Detroit Diesel Remanufacturing additional insurance for phase 3 expansion- Motion to approve payment was made by Director LaTendresse, supported by Director Quirk. Motion carried unanimously.

B. T-Hangar Taxi Lane Rehabilitation

- 1. RS&H Invoice# 10141934009-2 \$24,727.00. Motion to approve payment was made by Director Timpane, supported by Director Jordan. Motion carried unanimously.

C. HIB Fence Replacement

- 1. RS&H Invoice# 10141934011-1 \$90,881.70. Motion to approve payment was made by Director Timpane, supported by Director Quirk. Motion carried unanimously.

2. RS&H Invoice# 10141934011-2 \$19,474.65. Motion to approve payment was made by Director Timpane, supported by Director Quirk. Motion carried unanimously.

8. New Business:

- A. Jeff Sterle from Sterle and Co presented the 2023 Financial audit report. Motion to accept the report was made by Director Timpane, supported by Director Quirk. Motion carried unanimously.

9. Attorney's Report:

- A. Abandoned Cessna Aircraft – Attorney to reach out to family. Tabled until June meeting.

10. Executive Director's Report:

- A. Delta Connections April 2024 Enplanement report.
 - a. Delta enplanements were 787 rev passengers.
- B. FAA Reauthorization Update
 - a. FAA Reauthorization was signed into law.
- C. Enterprise Car Rental Lease- Scheduled phone conference later this week for more discussion. A motion was made for Executive Director to negotiate terms comparable to fixed rate was made by Director Timpane, supported by Director Quirk. Motion carried unanimously.
- D. T-Hangar Lease, Non-Aeronautical Storage, No Active Aircraft, Hangar Waiting List Procedures- Inspections scheduled later this week with Fire Marshall. Executive Director to address concerns.
- E. Carey Lake Seaplane Base Boat- In discussion with City of Hibbing for waiver on hp restriction.

11. Committee Report:

No committee reports at this time.

12. Accounts Payable:

A motion was made by Director Timpane, supported by Director Quirk to approve the April 2024 payables to date in the amount of \$367,478.66. Motion carried unanimously.

13. Accounts Payable:

A motion was made by Director Timpane, supported by Director Quirk, to approve the May 2024 payables to date in the amount of \$167,007.23. Motion carried unanimously.

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

The motion was made by Director Timpane, supported by Director Quirk to approve the April 2024 treasurers report and report of cash holdings as presented. Motion carried unanimously.

15. Board Concerns:

- A. Passing of former Director Isaacson
- B. Life Link III Fly-in event on June 8th
- C. Retirement- Maureen Beel May 31st

16. Adjournment:

There being no further discussion, it was moved by Director Timpane, supported by Director Quirk to adjourn the meeting at 6:18 P.M. Motion carried unanimously.

Chisholm-Hibbing Airport Authority
Michael Furlong, President

ATTEST:

Chisholm-Hibbing Airport Authority
Jill Fatticci, Office Administrator