



**MINUTES OF THE
CHISHOLM-HIBBING AIRPORT AUTHORITY
Regular Meeting
Monday, March 17, 2026**



1. Call to Order

The regular meeting of the Chisholm-Hibbing Airport Authority was called to order by President Edward LaTendresse on Monday, March 17, 2026, at 4:00pm.

President Edward LaTendresse
Vice-Pres. Terry Samsa
Treasurer Michael Furlong
Director Jennifer Hoffman Saccoman
Director Jeannie Quirk
Director Anne Jordan

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

George Vernig, Midwest Aircraft Refinishing
Kris Carlson, Midwest Aircraft Refinishing
Christina Cole, Advance Media Aviation (via Teams)
Kaleigh Tarbet, Advance Media Aviation (via Teams)

2. Acceptance of the Agenda

A motion was made to accept the agenda made by Director Jordan, supported Director Quirk. Motion carried unanimously.

3. Approval of Minutes

3.1. February 23, 2026, Regular Meeting Minutes

A motion was made to approve the minutes by Director Hoffman Saccoman, supported by Director Quirk. Motion carried unanimously.

4. Open Forum

- 4.1. Public Comment - None
- 4.2. Tenant Comment- None

5. Consent Agenda

5.1. Accounts Payable Listing and Treasurer's Report –

5.1.1. Motion to approve accounts payable and treasurer's report was made by Director Furlong, supported by Director Samsa. Motion carried unanimously.

5.2. Project Invoices and Construction Pay Applications –

5.2.1. Motion to approve payment for RS&H Inv# 10141934022-2 \$46,919.07 was made by Director Furlong, supported by Director Samsa. Motion carried unanimously.

5.3. Final Payments - None

5.4. Bids Received – None

5.5. Contract Awards and Approvals - None

6. Lease Actions – None

7. Committee Reports – None

8. Consultant Project Updates

8.1. RS&H provided a brief presentation about updates for the upcoming CIP meeting with the FAA and State, the Fence Phase II meeting for final design and funding, and the DNR construction kickoff meeting.

8.2. Advance Media Aviation provided a brief presentation on the 2026 Inbound and Outbound advertising campaigns.

9. Attorney's Report

9.1. Midwest Aircraft Refinishing/TNT Airworks Property Tax

9.1.1. Attorney Prebich will work with Midwest Aircraft's Attorney to get in contact with Attorney Burns to file an initial appeal in MN State Tax Court.

10. New Business

10.1. Directors and Officers Liability Insurance Policy renewal \$6,860.40.

Motion to renew policy and approve payment was made by Director Samsa, supported by Director Quirk. Motion carried unanimously.

10.2. Certificate of Deposit Renewal- Motion to reinvest original certificate amount for 12 months at Security State Bank and deposit interest to general fund was made by Director Furlong, supported by Director Quirk. Motion carried unanimously.

11. Old Business - None

12. Executive Director's Report

12.1. Enplanement Report – Delta Connections and Sun Country Airlines

12.1.1. Delta Connections- SkyWest had 854 revenue passengers and Sun Country had 179 revenue passengers for the month of February.

12.1.1.1. TSA update.

12.1.1.2. Fuel pricing update.

12.2. MCOA Conference- Executive Director Ziemer will be attending.

12.2.1. Application submitted for Planning Project of the Year

12.2.2. Executive Director Ziemer - Session Attendee guest speaker

12.3. MN Flyer – Interview with Tom Foster for Airport of the Month.

12.4. Employee handbook revision – Reviewing updates from consultant.

13. Board Concerns/Announcements

Discussion was held regarding the Detroit Diesel Remanufacturing property tax. Attorney Prebich will await response from City of Hibbing's Attorney Borland. Additionally, Director Hoffman Saccoman will talk to City Administrator Pruszinske and Attorney Borland for an update and reach out to Executive Director Ziemer in the morning.

14. Adjournment

Motion to adjourn at 5:25pm was made by Director Furlong, supported by Director Samsa. Motion carried unanimously.

Chisholm-Hibbing Airport Authority
Edward LaTendresse, President

ATTEST:

Chisholm-Hibbing Airport Authority
Jill Fatticci, Office Administrator