



**MINUTES OF THE
CHISHOLM-HIBBING AIRPORT AUTHORITY
Regular Meeting
Tuesday, May 19, 2026**



1. Call to Order

The regular meeting of the Chisholm-Hibbing Airport Authority was called to order by President Edward LaTendresse on Tuesday, May 19, 2026, at 4:00pm.

President Edward LaTendresse
Vice President Terry Samsa
Director Anne Jordan
Director Jennifer Hoffman Saccoman
Director Jeannie Quirk

Barrett Ziemer, Executive Director
Jill Fatticci, Office Administrator
Rick Prebich, Attorney

Bill Lannon – Timber Ghost Realty
Ed Gregorich – Mechanical Masters

2. Acceptance of the Agenda

A motion was made to accept the agenda with the following changes – add Item 12.7 DNR Construction Amendment under the Executive Directors report was made by Director Quirk, supported by Director Jordan. Motion carried unanimously.

3. Approval of Minutes

3.1. April 21, 2026, Regular Meeting Minutes

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

4. Open Forum

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

5. Consent Agenda- Motion to approve consent agenda items was made by Director Hoffman-Saccoman, supported by Director Quirk. Motion carried unanimously.
 - 5.1. Accounts Payable Listing and Treasurer's Report – April 2026
 - 5.1.1. Approve accounts payable and treasurer's report.
 - 5.2. Project Invoices and Construction Pay Applications –
 - 5.2.1. Approve payment for RS&H Inv# 10141934022-4 \$7,108.95
 - 5.2.2. Approve payment to Lakehead Constructors for Pay App #2 \$94,211.98
 - 5.2.3. Approve payment to KGM Construction for Pay App #5 \$141,436.00
 - 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. Executive Director Ziemer provided a brief update on the Wildlife Perimeter Fence Phase 2
 - 8.1.1. Bid advertisements were in the Mesabi Tribune on May 9th and 13th
 - 8.1.2. Project Prebid meeting will be held on June 4th at 11:00am
 - 8.1.3. Bid opening will be held on June 11th at 1:00pm
9. Attorney's Report
 - 9.1. Tax appeals have been filed for MidWest Aircraft Refinishing and TNT Airworks
 - 9.2. Letter sent to Attorney Borland for May 20th City of Hibbing Workshop Meeting
10. New Business
 - 10.1. Easement for Gregorich Property- Mr. Gregorich is looking to be granted an easement that extends out past Haley Rd to help support the sale of his parcel 141-0020-03660. Potential access comes from South Dublin to Haley Road and across CHAA property. Mr. Gregorich will also eventually be looking for a utility easement as well.
 - 10.2. Runway 13/31 Master Plan Update Independent Fee Review- Motion for Executive Director Ziemer hire a company to perform an Independent Fee Review of the Runway 13/31 Master plan update was made by Director Quirk, supported by Director Jordan. 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 873 revenue passengers and Sun Country had 183 revenue passengers for the month of April.

12.2. FAA Safety and Compliance Inspection- May 20th

12.3. 1200.Aero Report – Executive Director Ziemer gave a brief presentation on HIB's current operations captured by the 1200.Aero program.

12.4. Congressional Directed Spending Program Application- Senator Klobuchar- Received notice that our request has been moved to appropriations

12.4.1. West Taxi Lane A, Tie Down, Apron and Drainage Improvement

12.5. MCOA Conference update – Executive Director Ziemer was a panel guest at the 2026 MCOA conference

12.6. 2025 Audit Presentation by Sterle and Company will be at the June 16, 2026 meeting

12.7. DNR Amendment #2 – Construction Administration extending the final date to December 31, 2028 to capture the 1 year warranty period. Motion to approve date extension was made by Director Samsa, supported by Director Quirk. Motion carried unanimously.

13. Board Concerns/Announcements

13.1. City of Hibbing workshop, May 20th 5:45, second floor.

13.2. Vehicle damage in parking lot update

13.3. DNR Aircraft incident update

14. Adjournment

Motion to adjourn at 5:15pm was made by Director Samsa, supported by Director Quirk. Motion carried unanimously.

Chisholm-Hibbing Airport Authority
Edward LaTendresse, President

ATTEST:

Chisholm-Hibbing Airport Authority
Jill Fatticci, Office Administrator