



**MINUTES OF THE
CHISHOLM-HIBBING AIRPORT AUTHORITY
Regular Meeting
Tuesday, July 21, 2026**



1. Call to Order

The regular meeting of the Chisholm-Hibbing Airport Authority was called to order by President Ed LaTendresse on Tuesday, July 21, 2026, at 4:00pm.

President Ed LaTendresse
Vice President Terry Samsa
Treasurer Mike Furlong
Director Anne Jordan
Director Jennifer Hoffman-Saccoman
Director Jeannie Quirk

Barrett Ziemer, Executive Director
Jill Fatticci, Office Administrator
Rick Prebich, Attorney
Jake Wick, RS&H

2. Acceptance of the Agenda

A motion was made by Director Samsa, supported by Director Quirk to accept the agenda with the following changes – add Item 11.5 – Certificate Renewal, Item 12.3 – Request to use terminal for Lifetime Film, Item 14.0 – New IT interview. Motion carried unanimously.

3. Approval of Minutes

3.1. June 16, 2026, Regular Meeting Minutes

A motion was made to approve the minutes by Director Jordan, supported by Director Hoffman-Saccoman. 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 Furlong, supported by Director Quirk. Motion carried unanimously.
 - 5.1. Accounts Payable Listing and Treasurer's Report – June 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 DNR Dispatch Facility - Lakehead Constructors for Pay App#4 \$529,882.21
 - 5.2.2. Approve payment for HIB DNR Dispatch Facility CA/RPR - RS&H Inv# 10141934020-5 \$39,300.00
 - 5.2.3. Approve payment for HIB DNR Dispatch Facility– KGM Pay App# 6 - \$593,423.26
 - 5.2.4. Approve payment for East T-Hangar Taxi Lane Rehab – CA/RPR – RS&H Inv# 1014934021-2 \$29,160.00
 - 5.2.5. Approve payment for East T-Hangar Taxi Lane Rehab – Mesabi Bituminous Pay App# 1 - \$332,000.06
 - 5.3. Final Payments –
 - 5.3.1. Approve final payment for Airport Zoning Update – RS&H Invoice# 10141934010-9 \$6,818.40. Motion to approve payment was made by Director Samsa, supported by Director Quirk. Motion carried unanimously.
 - 5.4. Bids Received –None
 - 5.5. Contract Awards and Approvals –
 - 5.5.1. Perimeter Fence Phase 2 Contract- Motion was made by Director Samsa, supported by Director Quirk to authorize Executive Director Ziemer, President LaTendresse and Attorney Prebich to execute both FAA and MnDOT grants and to award contract contingent upon receipt of FAA and MnDOT grants to Century Fence for \$1,775,819.10. Motion carried unanimously.
6. Lease Actions – None
7. Committee Reports – None
8. Consultant Project Updates
 - 8.1. Jake Wick, RS&H provided a brief update on the following projects
 - 8.1.1. DNR Tanker Base Improvements – Apron is paved, will be paving the final lift on the parking lot once Lakehead Construction reaches substantial completion on dispatch facility.
 - 8.1.2. T-Hangar Taxi lane – Drains are in, milling going on this week and paving July 29th and 30th.
9. Attorney's Report – Attorney Prebich to reach out for clarifications with Attorney Burns regarding the Midwest Aircraft and TNT tax case.

10. Old Business

- 10.1. Easement Request – South Dublin Road and Haley Road to support sale of Parcel #141-0020-03660. Motion to table was made by Director Samsa, supported by Director Quirk. Motion carried unanimously.
- 10.2. City of Hibbing Letter of Intent to Purchase CHAA Animal Shelter Property- Executive Director Ziemer to have follow up conversation with City Administrator Pruszinske. No action taken.

11. New Business

- 11.1. Excess Inventory – Taxidermy – Motion to authorize Executive Director Ziemer to dispose of select taxidermy at his discretion was made by Director Furlong, supported by Director Samsa. Motion carried unanimously.
- 11.2. Excess Inventory – Airway Sign and Airport Beacon – Motion was made by Director Hoffman-Saccoman, supported by Director Furlong to check with the Hibbing Historical Society and the Chisholm Museum of Mining first and if neither entity wants them, then advertise sale. Motion carried unanimously.
- 11.3. League of MN Cities Liability insurance policy renewal for \$12,384.00. Motion to approve payment for renewal was made by Director Quirk, supported by Director Furlong. Motion carried unanimously.
- 11.4. League of MN Cities Tort Liability Waiver- Motion to not waive Tort Liability was made by Director Furlong, supported by Director Quirk. Motion carried unanimously.
- 11.5. Certificate Renewal- Motion to renew certificate for original amount \$252,500.00 for a 12-month term and deposit interest into general checking with SSB was made by Director Jordan, supported by Director Quirk. Motion carried unanimously.

12. Executive Director's Report

- 12.1. Enplanement Report – Delta Connections and Sun Country Airlines
 - 12.1.1. Delta Connections- SkyWest had 1097 revenue passengers for the month of June.
 - 12.1.2. Sun Country has September charter on the schedule for 9/25-9/28 and it is sold out. Additional 2026 charters dates to be released soon. New 3-year contract with Riverside Resort and Casino.
- 12.2. 2027 Preliminary Budget meeting with City of Hibbing 7/22/2026.
- 12.3. Lifetime Movie Film- Motion for Executive Director Ziemer to negotiate price of \$3,000.00 but can accept \$2,500.00 with filming company was made by Director Furlong, supported by Director Jordan. Motion carried unanimously.

13. Board Concerns/Announcements

- 13.1. Airport Authority to consider Professional Service Agreement with a new IT support once Ingetris agreement expires in late 2027.
- 13.2. BWCA Fires are generating some traffic, however loss of hangar sales due to pilots not finding any local hotel accommodations.

14. Adjournment

Motion to adjourn at 5:38pm was made by Director Quirk, supported by Director Furlong. Motion carried unanimously.

Chisholm-Hibbing Airport Authority
Ed LaTendresse, President

ATTEST:

Chisholm-Hibbing Airport Authority
Jill Fatticci, Office Administrator