

Oconto – J. Douglas Bake Municipal Airport
2983 Airport Road
Oconto, WI 54153

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Subject: Airport Commission meeting minutes for June 8th, 2020

1. Meeting called to Order: June 8th at 9:00 A.M. by Chairperson Paul LeTourneau
2. Rollcall: Robert Bake, Stephen Witt, Kevin Noack, Paul LeTourneau and Earl Uhl present
Also in attendance: Frank Calvert, Steve Woodworth, Dan Kind.
3. Approval of Agenda: Bob moved to accept. Seconded by Steve. The motion was voted and carried 5/0.
4. Public:
 - a. Appearances: None
 - b. Correspondence: Retzlaff / Bake as to North side of Airport road.
5. Approval of minutes from previous meeting: Earl moved to accept, seconded by Kevin. The motion was voted and carried. 5/0.
6. Discussion/recommendation/approval of Department Reports:
 - a. Treasurer's Report: Kevin moved to accept, seconded by Earl. The motion was voted and carried 5/0.
 - b. Manager's Report: Steve moved to accept, seconded by Bob. The motion was voted and carried 5/0.
 - c. Review of Bills: Earl moved to accept, seconded by Kevin. The motion was voted and carried 5/0. Review of AVGas credit from double billing in 2018.
7. Discussion/recommendation/action of Old Business:
 - a. Replace front door – June 11th
 - b. AVGas Fuel Terminal – June 16th
 - c. AIP 14 Crack Filling and Sealing Project - July
 - d. Fire System – June 5th
 - e. Septic System – May 27th
 - f. Maintenance of Equipment and Grounds
 - g. Staffing
 - h. North Side of Airport Road
8. Discussion/recommendation/action of New Business:
 - a. Maintenance of Buildings
 - i. Hangar 15 – Motion by Steve; seconded by Bob; To proceed with sealing and painting of roof and painting of exterior walls of Hangar 15 for \$ 3,875 with Delzer Painting. The motion was voted and carried 5/0.
 - ii. Building 12 – Motion by Earl; seconded by Kevin; To proceed with sealing and painting of roof on Building 12 for \$ 1,975 with Delzer Painting. The motion was voted and carried 5/0.
 - iii. Terminal Building – Motion by Bob; seconded by Steve; To proceed with power washing of the Terminal Building roof by Delzer Painting. The motion was voted and carried 5/0.
 - b. CARES Act Grant
 - c. Additional Maintenance of Buildings – Motion by Steve; seconded by Earl; To proceed with painting of roofs and maintenance work on Hangar 4, Hangar 5 and Building 13. The motion was voted and carried 5/0.
 - d. Street Lighting with WPS – Motion by Steve; seconded by Earl; To proceed with placing street lighting on Airport Road near the Terminal Building through WPS. The motion was voted and carried 5/0.

- e. Construction of New Hangar 7 – Motion by Steve; seconded by Kevin; To proceed with the process of selecting a consultant and review of the development of additional hangars for the Airport. The motion was voted and carried 5/0.
 - f. Richter Property – Motion by Earl; seconded by Bob; To proceed in working with Rick Richter as to possible additional donation of lands to the Airport. The motion was voted and carried 5/0.
 - g. 75th Anniversary in 2021.
 - h. Oconto Fly-In – September 19, 2020. Meeting with Elks Lodge on June 8th.
 - i. 2021 Capital Improvements – Meeting scheduled as part of July 13th regular meeting
 - j. 2021 Budget
 - k. Informational Items - Newsletter
9. Date for next Regular Meeting of the Commission: July 13th, 2020, at 9:00 am.
10. Adjournment: Meeting adjourned at 10:54 A.M on June 8th, 2020 by Paul LeTourneau (Chairperson). Bob moved to accept, seconded by Kevin. The motion was voted and carried 5/0.

Frank Calvert
Recording Secretary/Manager.

CF: Paul LeTourneau, Stephen Witt, Earl Uhl, Kevin Noack, Robert Bake, City of Oconto, Oconto County and Airport files.