

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: July 13th at 9:01 A.M. by Chairperson Paul LeTourneau
2. Roll Call: Stephen Witt, Kevin Noack, Paul LeTourneau and Earl Uhl present. Bob Bake excused. Also in attendance: Frank Calvert and Steve Woodworth.
3. Approval of Agenda: Steve moved to accept. Seconded by Earl. The motion was voted and carried 4/0.
4. Public:
 - a. Appearances: None
 - b. Correspondence: None
5. Approval of Minutes from previous meeting: Earl moved to accept. Seconded by Kevin. The motion was voted and carried 4/0.
6. Discussion/recommendation/approval of Department Reports:
 - a. Treasurer's Report: Kevin moved to accept. Seconded by Earl. The motion was voted and carried 4/0.
 - b. Managers' Report: Steve moved to accept. Seconded by Earl. The motion was voted and carried 4/0.
 - c. Review of Bills:
7. Discussion/recommendation/action of OLD BUSINESS:
 - a. Hangar 15 - Completed
 - b. Building 12 – Roof completed. Additional maintenance work with Herald Construction.
 - c. AIP 14 Crack Filling and Sealing Project – late July anticipated for the work.
 - d. WPS Street Lighting – to be installed in the next couple weeks.
 - e. Richter Property Donation. – Motion by Steve to accept the land donation. Seconded by Kevin. The motion was voted and carried 4/0.
 - f. CARES Act Grant – Funds proceeding with the State.
 - g. Oconto Fly-In - September 19, 2020
8. Discussion/recommendation/action of NEW BUSINESS:
 - a. Maintenance of Buildings
 - i. Hangar 4 & 5 – Motion by Steve; seconded by Earl; To proceed with sealing and painting of roof of Hangar 4 & 5 for \$ 1,975 each with Delzer Painting. The motion was voted and carried 4/0.
 - ii. Building 13 – Motion by Steve; seconded by Earl; To proceed with sealing and painting of roof on Building 13 for \$ 1,975 with Delzer Painting. The motion was voted and carried 4/0.
 - b. Engineering Consultant – Mead & Hunt
 - c. Fuel Terminal Probe – Motion by Earl; seconded by Kevin; To proceed with ordering a replacement fuel terminal probe. The motion was voted and carried 4/0.
 - d. Capital Improvement Projects
 - i. Snow Removal Equipment – Motion by Earl; seconded by Steve; To proceed with bids for snow removal equipment and subsequent sale of the International plow truck. The motion was voted and carried 4/0.
 - ii. Construction of Hangar – Discussion of the construction of a quad unit hangar on Taxilane A in 2021.

e. 2021 Budget – Discussion of 2021 Budget figures

f. Informational Items

9. Date for next Regular Meeting of the Commission: August 10, 2020, at 9:00 am.

10. Adjournment: Meeting adjourned at 10:45 A.M on July 13th by Paul LeTourneau (Chairperson). Steve moved to accept, seconded by Earl. The motion was voted and carried 4/0.

Frank Calvert
Recording Secretary/Manager.

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