

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

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Subject: Airport Commission Meeting Minutes for September 14, 2020.

1. Meeting called to Order: September 14th at 9:00 A.M. by Chairperson Paul LeTourneau
2. Roll Call: Stephen Witt, Kevin Noack, Paul LeTourneau, Earl Uhl, and Bob Bake present. .
Also in attendance: Frank Calvert, Steve Woodworth
3. Approval of Agenda: Earl moved to accept. Seconded by Bob. The motion was voted and carried 5/0.
4. Public:
 - a. Appearances: None
 - b. Correspondence: None
5. Approval of Minutes from Previous Meeting of August 10, 2020: Bob 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: Earl moved to accept. Seconded by Kevin. The motion was voted and carried 5/0.
Struck & Irwin Bill and Delzer Painting Bill: Bob moved to accept. Seconded by Earl. The motion was voted and carried 5/0.
 - b. Managers' Report: Earl moved to accept. Seconded by Steve. The motion was voted and carried 5/0.
7. Discussion/recommendation/action of OLD BUSINESS:
 - a. AIP 14 Crack Filling – Completed September 2nd
 - b. Runway Closure Markers – Purchased, along with a storage bag.
 - c. Sealing / Painting of Roofs – Completed as to Building 13, Hangar 4 and Hangar 5.
 - d. WPS Natural Gas – Installation of natural gas line along Airport Road in Spring 2021.
 - e. CARES Act Update – Expense reimbursement forms received from BOA
 - f. Oconto Fly-In - September 19, 2020; Commission set guideline for no public use of Terminal Building and Hangar Buildings to allow for social distancing.
8. Discussion/recommendation/action of NEW BUSINESS:
 - a. Snow Removal Equipment – Review of pricing on Tractor and Plow Unit.
 - b. Snow Removal Equipment – Tow Behind Rotary Broom Unit – Motion by Steve; seconded by Bob; For the Airport to also acquire a 53MH Tow Behind Rotary Broom Unit, 9 foot, with independent drive unit. The motion was voted and carried 5/0.
 - c. Land Lease Space – Discussion of available land lease space and advertising of same.
 - d. Hangar 8 – Discussion as to sale and use of funds to hangar construction. Motion by Steve, seconded by Kevin; For the Airport to put Hangar 8 for sale by bid, with a minimum price of \$40,000. Bids will be due by October 31st and opened at the November 9th meeting. The motion was voted and carried 5/0.
 - e. Airport Logo – Review of ideas as to airport logo. Input by Commission as to designs and colors. Revisions available for the next meeting.

- f. Website – Discussion as to developing a new Airport website. Motion by Earl; seconded by Kevin. To develop an Airport website through Packerland Websites. The motion was voted and carried 5/0.
- g. 2021 Discovery Guide – Discussion and review of the Discovery Guide and advertisement for the Airport and for the Fly-In. Motion by Earl; Seconded by Steve. For the Airport to develop a half page ad for the 2021 Discovery Guide. The motion was voted and carried 5/0. Also to encourage the Elks Fly-In to also do a half page advertisement for next year.
- h. 2021 Budget – Discussion of 2021 Budget. Motion by Steve; second by Kevin. To approve the proposed 2021 Budget for the Oconto Municipal Airport. The motion was voted and carried 5/0.

9. The Commission did not go into Closed Session

10. Date for next Regular Meeting of the Commission: October 12th, 2020, at 9:00 am.

11. Adjournment: Meeting adjourned at 10:44 A.M on September 14th by Paul LeTourneau (Chairperson). Steve moved to accept, seconded by Bob. 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.