

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

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Subject: Airport Commission Meeting Minutes for February 15, 2022.

1. Meeting called to Order: February 15th at 9:01 A.M. by Chairperson Paul LeTourneau.
2. Roll Call: Paul LeTourneau, Kevin Noack, John Ebeling and Bob Bake present. Earl Uhl excused. Also in attendance: Frank Calvert and Steve Woodworth
3. Approval of Agenda: Bob moved to accept. Seconded by Kevin. The motion was voted and carried 4/0.
4. Approval of Minutes from Previous Meeting of January 10, 2022. Kevin moved to accept. Seconded by Bob. The motion was voted and carried 4/0.
5. Correspondence / Public Input: Letter from Rob Smurawa thanking Airport for the electrical meter change.
6. Discussion/recommendation/approval of Department Reports:
 - a. Treasurer's Report: Review of January financials and 2021 End of the Year Financial. Bob moved to accept. Seconded by John. The motion was voted and carried 4/0.
 - b. Managers' Report: Kevin moved to accept. Seconded by Bob. The motion was voted and carried 4/0.
7. Discussion/recommendation/action of OLD BUSINESS:
 - a. Quad Unit Hangar Project – Discussion as to color selection for the Hangar. Selection of Light Stone with Brown trim for the Hangar and White for the roof. Discussion as to looking into cost of snow guards for the roof and/or gutters for the front.
 - b. Property Acquisition – Discussion of paperwork approved and signed by the Wisconsin bureau of Aeronautics. Advertisement will now be posted for proposals for consulting services on the project.
 - c. Snow Removal Equipment – State is now preparing the specification for the new Tractor and Plow. We are reviewing and revising the specifications. Hoping to finalize and go out for bids in March or April. Also hoping to move forward as to the UTV purchase. Waiting on the BOA approval. Kubota RTV1000C has been delivered to Beaver Machine in Coleman.
 - d. Pope Aviation LLC – Pope Aviation has been moving into Building 18. Starting on the Lease Agreement this month and John Pope is taking in some work on planes.
8. Discussion/recommendation/action of NEW BUSINESS:
 - a. Infrastructure and Investment Jobs Act (IIJA) – The Airport received notification that it will receive an additional \$ 159,000 in federal entitlement monies for Year 2022. These monies are available for infrastructure projects at the Airport. The Bureau of Aeronautics will be scheduling a meeting with all Airports as to capital improvement projects planned in the next 5 years.

b. Airport Improvement Projects and Airport Equipment - Commission would like to review our plans for projects at the Airport over the next five (5) years at the next Commission meeting and the Airport's financial planning for these projects.

c. Airport Personnel and Wages – Closed Session

Motion by Bob. Seconded by John to adjourn to Closed Session. The motion was voted and carried 4/0. Time 9:59 a.m.

Discussion in Closed Session

Motion by Bob to return to Open Session. Seconded by Kevin. The motion was voted and carried 4/0. Time: 10:17

Airport Personnel and Wages - Discussion as to increase in wages.

Motion by Bob to increase the wages as follows:

Airport Manager –

Operation and Administration \$ 19.00 per hour 800 hours per year

Airport Manager –

Grounds and Maintenance \$ 19.00 per hour 800 hours per year

Airport Employee –

Grounds and Maintenance \$ 16.00 per hour 800 hours per year

New wage scale to begin February 21, 2022.

Seconded by Kevin. The motion was voted and carried 4/0

9. Date for next Regular Meeting of the Commission: **March 7th, 2022, at 9:00 am.**

10. Adjournment: Meeting adjourned at 10:36 A.M on February 15th by Chairperson Paul LeTourneau. Bob moved to accept, seconded by John. Voted and carried 4/0

Frank Calvert
Recording Secretary/Manager.
Febraury 16, 2022

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