

Oconto – J. Douglas Bake Municipal Airport
2983 Airport Road
Oconto, WI 54153
[HTTP://CITYOFOCONTO.COM/AIRPORT.HTML](http://cityofoconto.com/airport.html)

Subject: Airport Commission Meeting Minutes for Monday, March 6, 2023.

1. Meeting called to Order: March 6th at 9:00 A.M. by Chairperson Paul LeTourneau
2. Roll Call: Paul LeTourneau, Earl Uhl, Kevin Noack and Bob Bake present. John Ebeling excused. In attendance: Frank Calvert and Steve Woodworth, Managers, and Dustin Ridings, AOPA.
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 February 13, 2023. Earl moved to accept. Seconded by Bob. The motion was voted and carried 4/0.
5. Correspondence: None
6. Public Input: Dustin Ridings introduced himself as the AOPA Representative to OCQ.
7. Discussion/recommendation/approval of Department Reports:
 - a. Treasurer's Report: Earl moved to accept. Seconded by Kevin. The motion was voted and carried 4/0.
 - b. Managers' Report: Bob moved to accept. Seconded by Kevin. The motion was voted and carried 4/0.
8. Discussion/recommendation/action of OLD BUSINESS:
 - a. Property Acquisition - AIP 17. - Final Environmental paperwork completed. Formal Offer to be sign and presented in the upcoming week.
 - b. Use of Hangar Policy – To be placed on next April Agenda for review.
9. Discussion/recommendation/action of NEW BUSINESS:
 - a. Bipartisan Infrastructure Grant Funds – Review and discussion as to the BIL grant funds designated to the Airport for 2022 through 2026 as a result of the Infrastructure Act. These grant funds are in addition to the standard FAA federal entitlements grant funds designated to the Airport each year for capital improvement projects
 - b. Jet A Fuel Terminal – AIP 21 – Discussion of costs regarding installation of a Jet A fuel Terminal and funding through FAA grant funds. Project is listed on the 2020 Petition as to Capital Improvement Projects. Grant funds available from the BIL grant funds for 2022, 2023 and 2024. As to grant funds, this is a 90%/5%/5% project; the local share for the Airport being 5% of the total project cost. To move the project along more quickly, the Airport will fund the design work and then be credited/reimbursed at which time funds are released for construction. Motion by Earl to proceed with AIP 21 – Jet A Fuel Terminal and the Airport to fund the initial

design work and later credited for the local 5% share. Seconded by Bob. The motion was voted and carried 4/0.

- c. Zero Turn Commercial Lawn Mower - .Review of information, options and prices as to Zero Turn Commercial Lawn Mowers. Need for replacement of Ferris Mower which is almost 20 years old. Motion by Bob to purchase a 2023 Hustler Super Z 72" Zero Turn Commercial Lawn Mower with use of the CARES Act – Part 3 grant funds received by the Airport. Seconded by Kevin. The motion was voted and carried 4/0.
 - d. Operational Security Gate – Review of quote by Fortress Fence as to operational security gates for Gate 2 (West) and Gate 4 (East). Discussion to move forward with Gate 2, which would service all the hangar buildings in the West complex, as well as the Maintenance Buildings. Request to update quote for the April Agenda.
 - e. Information. Information handed out as to Wisconsin airport and financial assistance provided by the governing Municipality for the Airports. Clear majority of Wisconsin Airports are not self-sufficient and receive funding for operations and capital improvements.
10. Date for next Regular Meeting of the Commission: **Monday, April 3th, 2023, at 9:00 am.** Members agreed on moving the April meeting to the first Monday.
11. Adjournment: Meeting adjourned at 10:17 A.M on March 6th by Chairperson Paul LeTourneau. Earl moved to accept. Seconded by Bob. Voted and carried 4/0.

Frank Calvert
Recording Secretary/Manager.
March 8, 2023

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