

Oconto – J. Douglas Bake Municipal Airport  
2983 Airport Road  
Oconto, WI 54153  
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**Subject: Airport Commission Meeting Minutes for Monday, April 3, 2023.**

1. Meeting called to Order: April 3<sup>rd</sup> at 9:00 A.M. by Chairperson Paul LeTourneau
2. Roll Call: Paul LeTourneau, Earl Uhl, Kevin Noack, John Ebeling and Bob Bake present.  
In attendance: Frank Calvert and Steve Woodworth, Managers  
Also in attendance: Jamie Winans
3. Approval of Agenda: Earl moved to accept. Seconded by Kevin. The motion was voted and carried 5/0.
4. Approval of Minutes from Previous Meeting of March 6, 2023. Bob moved to accept. Seconded by Earl. The motion was voted and carried 5/0.
5. Correspondence: None
6. Public Input: None
7. Discussion/recommendation/approval of Department Reports:
  - a. Treasurer's Report: Earl moved to accept. Seconded by John. The motion was voted and carried 5/0.
  - b. Managers' Report: Kevin moved to accept. Seconded by Bob. The motion was voted and carried 5/0.
8. Discussion/recommendation/action of OLD BUSINESS:
  - a. Property Acquisition - AIP 17. - Offer was presented to the Seller in March. The Offer has been accepted, signed and return to the State. Tentative closing date has been set for May 31<sup>st</sup> on the property.
  - b. Snow Removal Equipment - AIP 18 – Status update on New Holland T6 Tractor. Arrival expected around September 1<sup>st</sup>. Snow plow unit has already arrived at the dealer.
  - c. Use of Hangar Policy – Draft handed out to Commission members. To be reviewed and discuss at the next Commission meeting.
9. Discussion/recommendation/action of NEW BUSINESS:
  - a. Jet A Fuel Terminal - AIP 21 – Letters of Interest were due to the Bureau of Aeronautics on this project by March 23<sup>rd</sup>. Proposals were submitted by Mead & Hunt (DePere), Westwood (Appleton) and Becher Hoppe (Wausau). The BOA will be reviewing the proposals, for selection of a consultant, in the coming weeks and issuance of a contract for services.
  - b. Operational Security Gate – Review of quotes by Fortress Fence and custom Fence as to operational security gate for Gate 2 (West). Questions as to quote by Custom Fence including

a complete system as presently on Gate 1. Commission wants to clarify the quote and then review at the May meeting.

c. Information. None.

10. Date for next Regular Meeting of the Commission: **Monday, May 8<sup>th</sup>, 2023, at 9:00 am.**
11. Adjournment: Meeting adjourned at 9:33 A.M on April 3<sup>rd</sup> by Chairperson Paul LeTourneau. Bob moved to accept. Seconded by Earl. Voted and carried 5/0.

Frank Calvert  
Recording Secretary/Manager.  
April 4, 2023

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