

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, December 11, 2023.**

1. Meeting called to Order: December 11<sup>th</sup> at 9:01 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, and 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 November 6, 2023. Bob moved to accept. Seconded by John. The motion was voted and carried 5/0.
5. Correspondence: Airport received Notice as to Conditional Use Permit for 2934 Airport Road.
6. Public Input: None
7. 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.
  - b. Managers' Report: Bob moved to accept. Seconded by John. The motion was voted and carried 5/0.
8. Discussion/recommendation/action of OLD BUSINESS:
  - a. Well in Shop Building – Installation of the new sand point well was completed in the Shop Building on November 13<sup>th</sup> by Dama Plumbing. Staff is working on installation of cabinets and sink for the water service.
  - b. Rotary Cutter – Airport is working on the specifications for bidding through the BOA for a new 20' Flex Wing Rotary Cutter.
  - c. Jet A Fuel Terminal – There will be a minor delay in determining the positioning of the new Jet A Fuel Terminal in conjunction with the new Master Plan and new Airport Layout Plan. Also discussions by the Commission on possible temporary options regarding Jet A Fuel for the Airport.
9. Discussion/recommendation/action of NEW BUSINESS:
  - a. 2024 BIL Grant Funds – The Airport was advised by the FAA that the 2024 BIL Grant amount is \$ 144,000. This is in addition to the 2024 FAA Entitlement Grant.
  - b. Property Clearing for Runway 04/22 – Discussion by the Commission regarding potential costs as to continued clearing of the area Southwest of Runway 04/22. Discussion of present and future costs as to the area.

Motion by Bob to table the matter until further consideration as future project or necessary grinding of brush in the future. Seconded by Earl. The motion was voted and carried 5/0.

- c. The Flying Hamburger Social – Discussion of social events in our area of the State and possible dates for 2024. Tentative dates of June 25<sup>th</sup> and August 27<sup>th</sup>, 2024.
- d. Hangar Condo – Discussion by the Commission as to inquiry of building a Hangar Condo on the Airport. Discussion of various issues that would have to be handled. Such a building is not presently approved by the City and the County on the Airport.
- e. 2024 Oconto Elks Fly In & Car Show – Information presented as to the 2024 event looking at an Airshow Act. Discussion as to the necessary FAA paperwork. Consensus that an Airshow Act would be a good step forward for the event.

Motion by Earl to approve the 2024 Oconto Elks Fly In & Car Show having an Airshow Act for the event on the Airport grounds. Seconded by Kevin. The motion was voted and carried 5/0.

- f. Information. None.

- 10. Date for next Regular Meeting of the Commission: **Monday, January 15<sup>th</sup>, 2023, at 9:00 am.**
- 11. Adjournment: Meeting adjourned at 10:23 A.M on December 11<sup>th</sup> by Chairperson Paul LeTourneau. Bob moved to accept. Seconded by John. Voted and carried 5/0.

Frank Calvert  
Recording Secretary/Manager.  
December 14, 2023

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