

Oconto – J. Douglas Bake Municipal Airport
2983 Airport Road
Oconto, WI 54153
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Subject: Airport Commission Meeting Minutes for Monday, August 12, 2024.

1. Meeting called to Order: August 12th at 9:05 A.M. by Chairperson Paul LeTourneau
2. Roll Call: Paul LeTourneau, Kevin Noack, John Ebeling and Bob Bake present. Earl Uhl is excused In attendance: Frank Calvert and Steve Woodworth, Managers, and Dustin Ridings.
3. Approval of Amended Agenda: Bob moved to accept. Seconded by Kevin. The motion was voted and carried 4/0.
4. Approval of Minutes from Previous Meeting of July 8, 2024. Kevin moved to accept. Seconded by John. The motion was voted and carried 4/0.
5. Correspondence: Rezoning Letter from Oconto County.
6. Public Input: EAA Chapter 61 meeting at Airport on September 9th.
7. Discussion/recommendation/approval of Department Reports:
 - a. Treasurer's Report: Bob moved to accept. Seconded by Kevin. The motion was voted and carried 4/0.
 - b. Managers' Report: Kevin moved to accept. Seconded by John. The motion was voted and carried 4/0.
8. Discussion/recommendation/action of OLD BUSINESS:
 - a. Jet A Fuel Terminal AIP 19 – Design contract has been signed by the Wisconsin Bureau of Aeronautics. Mead & Hunt will begin the revision to the ALP and design of the Jet A Fuel Terminal.
 - b. Keller Inc. – Meeting with Keller Inc. on July 30th regarding concept and floor plan for new Terminal Building. Review by the Commission as to the needs and space for a new Terminal Building. Commission requested some revisions as to the outdoor viewing area.
 - c. AVFuel Corporation – Review by the Commission of branding agreement as to AVFuel Corporation. Discussion of term of agreement and alternatives regarding purchase of fuel. Motion by Bob to table the agreement until further information as to the term of the agreement and alternatives as to fuel purchases. Seconded by John. The motion was voted and carried 4/0.
9. Discussion/recommendation/action of NEW BUSINESS:
 - a. BIL Terminal Building Grant – The Grant Application to the Federal Aviation Administration for the BIL Terminal Building Grant was submitted on July 31, 2024. Anticipate grant announcement in December.

- b. 2025 Airport Budget – Review by the Commission of the proposed 2025 Budget for the Airport. Proposes a zero (0%) percent increase as to contribution by the City and the County. Motion by Kevin to approve the 2025 Airport Budget as presented. Seconded by Bob. The motion was voted and carried 4/0.
 - c. Information. EAA Chapter from Green Bay will meeting at the Airport on September 9th. The Airport will have its Cookout Social Event on Tuesday, August 27th.
10. Date for next Regular Meeting of the Commission: **Monday, September 9th, 2024, at 9:00 am.**
11. Adjournment: Meeting adjourned at 10:20 A.M on August 12th by Chairperson Paul LeTourneau Bob moved to accept. Seconded by John. Voted and carried 4/0.

Frank Calvert
Recording Secretary/Manager.
August 13, 2024

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