



AIRPORT COMMISSION MEETING AGENDA
WEDNESDAY, MAY 08, 2024 AT 5:15 PM
1741 RIVER DRIVE, WATERTOWN, WI 53094

Join Zoom Meeting:

<https://us02web.zoom.us/j/4983065761?pwd=VGo4Wk1oMWZRREw1NWtsK1VyZitGdz09>

Meeting ID: 498 306 5761 **Passcode:** 36061741

1. CALL TO ORDER

2. REVIEW AND APPROVE MEETING MINUTES

- [A.](#) Airport minutes from April 10, 2024

3. REVIEW AND APPROVE MONTH BILLS

- A. Bills for April, 2024

4. MANAGER REPORT

- A. Monthly Use Report
- B. Discuss: Upcoming Aviation Activities & EAA Updates

5. OLD BUSINESS

- A. Review and Discuss: City's update on charges for the UPS Parking Lot
- B. Review: Waiting for the council's approval on the Airport commission composition
- C. Review and Discuss: Runway 23/05 reconstruction project update

6. NEW BUSINESS

- A. Review and Discuss: Outcome of Andrew Beyer talking with Brian Zirbes regarding the EAA Chapter getting their own mailbox at the airport
- B. Review and Discuss: Andrew Schmidt building a hangar on Taxiway C

7. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@watertownwi.gov, phone 920-262-4006

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

Watertown Airport Commission
1741 River Drive, Watertown, WI 53094 (920) 261-4567
Meeting Minutes from Wednesday, April 10th, 2024

Attendance:

Alderman Bob Wetzel	Present
Dr. Terry Turke	Present
Tom Finnel	Present
Sean Lapp	Present
Jeff Baum, Airport Manager	Present
Tom Klug	Absent
Jerry Hepp	Present

Others:

Krys Brown, Wisconsin Aviation – Present
Eric Wegner – Guest

1. Dr. Terry Turke called the meeting to order at 5:16 PM
2. A motion to approve the minutes from March 13th was made by Jerry Hepp and seconded by Bob Wetzel. Motion carried.
3. A motion to approve the General budget March bills in the amount of \$3,906.40 and the Capital budget in the amount of \$4,524.78 was made by Tom Finnel and seconded by Sean Lapp. Motion carried.
4. Managers’ Report
 - Reviewed the Monthly Airport Use report.
 - The Annual Land & Use Seminar hosted by the Bureau of Aeronautics will be May 1-2, 2024 in Rothschild, WI. Krys will be going and suggested Andrew Beyer go as well.
 - The EAA chapter will be hosting a Brat Fry at Glenn’s on April 26th. The Food Fest starts on may 15th. Their pancake breakfast brought 155 people in. On May 18th, there will be a great speaker in Oshkosh if anyone is interested. The EAA Chapter wants to put a mailbox for the Chapters Clubhouse next to WI Aviation’s. The postmaster says they need an ok from the City before they will deliver any mail to them. Andrew Beyer will check with Brian Zirbes regarding this request.
5. . Old Business:
 - Review and Take Action: The UPS parking – A motion made by Jerry Hepp and seconded by Sean Lapp that the City Attorney draft a new agreement with the fee being \$500.00 a month and change the signature to the City for signature instead of Krys Brown. Motion carried.
6. New Business:
 - Review and take Action: A motion to approve “Ordinance to Amend Section 24-13 of the City of Watertown General Ordinances” by Tom Finnel, seconded by Sean Lapp. Motion carried.
 - A motion to approve David Hoefgen to build a 50’X60’hangar at the southern end of Taxiway C was made by Sean Lapp and seconded by Jerry Hepp. Motion carried.
7. Adjournment:
 - There being no further discussion, a motion for adjournment was made. Tom Finnel and seconded by Bob Wetzel.

Respectfully submitted by: Krys Brown

Minutes are submitted unapproved