



## AIRPORT COMMISSION MEETING AGENDA

WEDNESDAY, SEPTEMBER 10, 2025 AT 5:15 PM

1741 RIVER DRIVE, WATERTOWN, WI 53094

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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. Meeting minutes from August 13, 2025
3. **REVIEW AND APPROVE BILLS**
  - A. Bills from August 2025
4. **MANAGER REPORT**
  - A. Review: Monthly Use Reports
  - B. Discuss: Upcoming Aviation Activities & EAA Updates
  - C. Review: Reauthorization Program Guidance Letter & meeting with Congressman Fitzgerald's staff members
5. **OLD BUSINESS**
  - A. Review and Discuss: Runway 23/05 reconstruction project update
  - B. Discuss: Hangar progress
  - C. Review: Any updates on the Stormwater plan
6. **NEW BUSINESS**
  - A. Review: Updates from City on the UPS Parking lot lease
7. **ADJOURNMENT**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [cityclerk@watertownwi.gov](mailto:cityclerk@watertownwi.gov) phone 920-262-4000*

*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, August 13th, 2025

Attendance:

|                            |         |
|----------------------------|---------|
| Alderman Bob Wetzel        | Present |
| Dr. Terry Turke            | Present |
| Tom Finnel                 | Present |
| Sean Lapp                  | Present |
| Jeff Baum, Airport Manager | Present |
| Tom Klug                   | Present |
| Tom Hahn                   | Present |
| Eric Wegner                | Present |

Others:

Krys Brown, Wisconsin Aviation – Present  
Jeremy Roberts – MSA Engineering - Guest

1. Dr. Terry Turke called the meeting to order at 5:15 PM.
2. A motion to approve the minutes from July 9<sup>th</sup> was made by Tom Hahn and seconded by Eric Wegner. Motion carried.
3. A motion to approve the July bills in the amount of \$14,647.29 was made by Tom Klug and seconded by Sean Lapp. Motion carried.
4. Managers’ Report:
  - Review: The Monthly Airport Use report was not available.
  - Discussed: EAA Chapter said WOW (wings over Watertown) was good, but weather held back a lot of aircraft from attending.
  - Review: The Vietnam Veterans Memorial Wall is being rebuffed and polished and will be sent up to Watertown at the end of August. Their will be a major fundraiser coming up as they still need over \$200,000.
5. . Old Business:
  - Review: Runway 23/05 reconstruction project – Nothing new.
  - Discussed: Tim Pooler has continued to get the structure in place; EAA hangar is almost completely enclosed, just waiting for a hangar door, then will work on the concrete flooring & plumbing. Mr. Grooms will be breaking ground in September s soon as he gets his completed drawings.
  - Discuss: We had a meeting with Senators Kapenga & Jagler along with the mayor, building & electrical inspector, and a few others and it was decided that “explosion proof outlets” were not needed in private hangars as the fuel in most airplanes is already 5’ in from the tip of the wing towards the aircraft. Senator Kapenga will be meeting the with the State and get an addendum to the electrical code to match the building code for private hangars.
  - Discussed: The stormwater plan will be updated as we move into expanding the area for hangar development off Taxiway C and will be updated when we revise the ALP (airport layout plan).
6. Adjournment:
  - There being no further discussion, a motion for adjournment was made by Tom Hahn and seconded by Tom Finnel.

Respectfully submitted by: Krys Brown

\*Minutes are submitted unapproved\*