

Oconto – J. Douglas Bake Municipal Airport  
2983 Airport Road  
Oconto, WI 54153  
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Subject: Airport Commission meeting minutes for January 13<sup>th</sup>, 2020

1. Meeting called to Order: December 9<sup>th</sup>, 2019 at 9:00 A.M. by Vice Chairperson Paul LeTourneau
2. Rollcall: Robert Bake, Stephen Witt, Kevin Noack, Paul LeTourneau present and Earl Uhl absent.
3. Approval of Agenda: Stephen moved to accept. Seconded by Kevin. The motion was voted and carried.
4. Public:
  - a. Appearances:
  - b. Correspondence:
5. Approval of minutes from previous meeting: Paul moved to accept, seconded by Earl. The motion was voted and carried.
6. Discussion/recommendation/approval of department reports:
  - a. Treasurer's Report: Kevin moved to accept, seconded by Robert. The motion was voted and carried.
  - b. Manager's Report: Stephen moved to accept, seconded by Robert. The motion was voted and carried.
  - c. Review of Bills: Kevin moved to accept, seconded by Robert. The motion was voted and carried.
7. Discussion/recommendation/action of Old Business:
  - a. NONE
8. Discussion/recommendation/action of New Business:
9. Airport commission elections for:
  - a. Chairperson - Paul LeTourneau nominated by Stephen and seconded by Robert. The motion was voted and carried.
  - b. Vice Chairperson - Robert Bake nominated by Stephen and seconded by Kevin. The motion was voted and carried.
  - c. Treasurer – Stephen Witt nominated by Robert and seconded by Kevin. The motion was voted and carried.
  - d. Recording Secretary till March 31<sup>st</sup>, 2020, Daniel Kind nominated by Stephen and seconded by Robert. The motion was voted and carried.
10. Preapproval for the airport manager to approve 100LL AvGas invoice not to exceed \$33,150.00. Stephen moved to accept, seconded by Kevin. The motion was voted and carried.
11. Airport manager job description. Stephen moved to accept, seconded by Robert. The motion was voted and carried.
12. Resume process Stephen moved to accept, seconded by Robert. The motion was voted and carried.
13. LED light conversion of building 16. Project postponed Kevin moved to accept, seconded by Robert. The motion was voted and carried.
14. Date for next meeting: February 10<sup>th</sup>, 2020, at 9:00 am.
15. Adjournment: Meeting adjourned at 9:49 A.M on January 13<sup>th</sup>, 2019 By Paul LeTourneau (Chairperson). Stephen moved to accept, seconded by Kevin. The motion was voted and carried.

Daniel Kind  
Recording Secretary/Manager.

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