SANDUSKY COUNTY REGIONAL AIRPORT AUTHORITY - 1500 County Road 220, CLYDE, OH 43410

BOARD MEETING MINUTES - Final

Meeting: Board of Trustees **Location:** Sandusky County Regional Airport **19-Jun-25**

Trustees Present: Tom Kern, President; Paul Smith; Rebecca Knieriemen **Time: 3:33p.m.-4:45 p.m.**

Other Attendees: SC Commissioner Scott Miller; Rick Holland, Holland CPA

SCRAA Staff: Michael Russell, Manager; Melissa Popov, Secretary/Treasurer **Not Present: R. Farmer, S. Sutter, T. Bicknell, CHA**

AGENDA ITEMS:	BRIEF DESCRIPTION/ACTION STEPS:	PERSON RESPONSIBLE:	COST:	MOTION/VOTE:
Call Meeting to Order & Roll Call		T. Kern		
Recognition of Guests	Comm. S. Miller; Rick Holland, Holland CPA, M. Heckroth	T. Kern		
* Secretary's Report	Review of April 17, 2025 meeting minutes	T. Kern		Motion to accept April 2025 meeting minutes as presented: **Motion:** P. Smith ; **2nd.**: T. Kern All approved.
* Treasurer's Report	Holland CPA reviewed the April and May financials; nothing significant to report.	R. Holland		Motion to accept and approve April and May 2025 financials as presented: **Motion:** T. Kern ; **2nd.:** P. Smith All approved.
Consultant's Report	See attached report. Jamin Heldt will be the new CHA representive to replace Tyler Bicknell	M. Heckroth		
Standing Committees Audit/Finance	Audit initiated end of month May 2025; pre-audit tasks have been completed. Negotiations underway on Govdeals for John Deere Tractor.	M. Russell		
Long Range Planning	Nothing significant to report in the past 60 days.	T. Kern		
Marketing	Data analytics for May provided by Liamer Media; SEO numbers continue to increase. Nothing further to report	M. Russell		
Regulatory Development	P. Smith and M. Russell met with Stoops Frieghtliner regarding the Buy America waiver requirements for the SRE grant. M. Russell hosted teleconference between Stoops and the FAA to clarify requirements for the waivers requested.	P. Smith		
Airport Manager's Report / Land Management	See attached report > Fuel on hand as of May 1, 2025 ^ 100LL: 5,915 ^ Jet A: 3,756 > Fuel on hand as of May 31, 2025-based on meter readings ^ 100LL: 5,350 ^ Jet A: 3,719 ALIBI- had quarterly meeting with the County Commissioners; they continue to make mention of Aiport's need to initiate District Political visits (Congresswoman Kaptur, Senator Moreno offices).	M. Russell		

Current Business	Swearing in of Rebecca Knieriemen, New Board member Election of Vice President will take place at the next Board meeting or when there is a full board present. Status Of Amerigas Contract: A propsal was received by NWO, Amerigas proposed a counter offer. T. Kern proposed to create a policy as a board to never sign contracts exceeding a period of 1 year, and no auto renew contracts. Accecptance of Bid for Snow Removal Equipment: Manager briefed the current status of bid. Other: Based upon report of Manager's quarterly meeting, consideration for working discussion topics for presentation to district politicians may have to be developed during LRP session/s.	T. Kern		M. Russell initiated the swearing in of Rebecca Knieriemen All approved Motion to accept Amerigas offer as wriiten; **Motion:** P. Smith **2nd:** T. Kern All approved Motion to accept bid from Stoops Freightliner for SRE, contingent upon awarding of FAA grant: **Motion:** T. Kern **2nd:** R. Knieriemen All approved
Comments from Board Members	MARKETING: Future extended LRP meeting when R. Farmer is available. LONG RANGE PLANNING: Future long tem meeting over the next 30 -60 days with full board presence to increase revenue and meet the needs of the County Commissioners is important. REGULATORY DEVELOPEMENT: Will continue to monitor SRE grant and area aeronautical activities.	T. Kern T. Kern P. Smith		
Comments from Public	S. Miller stated Airport's need for economic development collaboration, increase in political awareness and presence may assist for infrastructure funds and potential for increased revenue generation.	S. Miller		
Executive Session	N/A			
Adjournment	Adjourned : 4:45 p.m.			
Submitted by:	Melissa Popov			