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 **17-Sep-26**

Trustees Present: Tom Kern, President; Paul Smith; Rich Farmer **Time: 3:32 p.m.-4:56 p.m.**

Other Attendees: Stephanie Garner, Holland CPA; Brian Kotter, CHA

SCRAA Staff: Michael Russell, Manager

Not Present: R. Knieriemen, Vice-President; S. Sutter; M. Popov, Sec/Treas; S. Miller, County Commissioner

AGENDA ITEMS:	BRIEF DESCRIPTION/ACTION STEPS:	PERSON RESPONSIBLE:	COST:	MOTION/VOTE:
Call Meeting to Order & Roll Call		T. Kern		
Recognition of Guests	MetroHealth Team: M. Dudas; J. Rutherford; J. Hughes; C. Luxon	T. Kern		
* Secretary's Report	Review of August 20, 2026 meeting minutes	T. Kern		Motion to accept August 2026 meeting minutes as presented: **Motion:** P. Smith; **2nd:** R. Farmer All approved.
* Treasurer's Report	See attached report	S. Garner		Motion to accept and approve August 2026 financials as presented: **Motion:** P. Smith; **2nd:** R. Farmer All approved.
Consultant's Report	See attached report Discussed updates/changes for ACIP, presentation to FAA on October 1, 2026	B. Kotter		
Standing Committees Audit/Finance	Airport audit complete; all RFIs received by County representatives of AOS, comments regarding minor discrepancies to be addressed in Management Letter section. Announcement to begin preliminary efforts for 2027 budget.	S. Sutter		
Long Range Planning	Presentation of hangar build postponed until OCT26 meeting	T. Kern		
Marketing	Nothing significant to report.	R. Farmer		
Regulatory Development	SRE delivery delay until mid-NOV 2026 Whirlpool requested Airport assistance/guidance regarding light show for 9-11 celebration due to proposed location and altitude of spotlight.	P. Smith		
Airport Manager's Report / Land Management	See attached report > Fuel on hand as of August 1, 2026 ^ 100LL: 1,493 ^ Jet A: 4,907 > Fuel on hand as of August 31, 2026-based on meter readings ^ 100LL: 1,489 ^ Jet A: 4,969 **Equipment:** **Telephone Lines** - Frontier has notified of upcoming changes in the use of copper lines/PBX trunks, etc for hard-wired telephone services. Researching into options continues. **Septic System** - sewage pump in lift pit out of service, requires replacement; Hartland & Wilkens contracted, pump will be replaced week of 20SEP26.	M. Russell		

Current Business	**Leases:** BSMH lease completed 31AUG26, executed 1SEP26; 3-year contract. **Property Tax:** awaiting State of Ohio Auditor decision. **PTN MOU:** J. Hughes and MetroHealth team (M. Dudas/J. Rutherford/C. Luxon) presented proposal for plan of action regarding the MOU replacement (location, connectivity to existing infrastructure, restoration of current site); and establishing handicap access parking requirement / sitting area at their cost.	T. Kern		Motion to accept MetroHealth plan of action for MOU relocation and restoration of current site: **Motion:** R. Farmer; **2nd:** T. Kern All approved
Comments from Board Members	**PTN MOU** - Board requests that any/all contractual requirements/updates are presented to Board for review and comment prior to addenda/amendment requests for signature. **ACIP** - Board request CHA to ADD taxilane to ACIP update (16-18) for 1OCT; is currently part of ALP	T. Kern		
Comments from Public	N/A	S. Miller		
Executive Session	N/A			
Adjournment	Adjourned: 4:56 p.m.	T. Kern		Motion to call Adjournment;
				Approved
Submitted by:	Michael Russell			