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 **15-Oct-26**

Trustees Present: Tom Kern, President; Rebecca Knieriemen, Vice-President; Paul Smith; Rich Farmer **Time: 3:30 p.m.-4:58 p.m.**

Other Attendees: Rick Holland II, Holland CPA; Brian Kotter, CHA

SCRAA Staff: Michael Russell, Manager and Secretary-Treasurer **Not Present:** S. Sutter

AGENDA ITEMS:	BRIEF DESCRIPTION/ACTION STEPS:	PERSON RESPONSIBLE:	COST:	MOTION/VOTE:
Call Meeting to Order & Roll Call		T. Kern		
Recognition of Guests	Mr. Trent Bishop, Private Contractor	T. Kern		
* Secretary's Report	Review of September 17, 2026 meeting minutes	T. Kern		Motion to accept September 2026 meeting minutes as presented: **Motion:** R. Farmer; **2nd:** P. Smith All approved.
* Treasurer's Report	See attached report	R. Holland		Motion to accept and approve September 2026 financials as presented: **Motion:** P. Smith; **2nd:** R. Knieriemen All approved.
Consultant's Report	See attached report Discussed ACIP planning meeting with FAA on October 1, 2026; and current pre-construction preparation of TWY A. Discussion followed on forecast plan of action regarding Grant Oversight Risk Assessment requirements and FAA support for Exhibit A updates.	B. Kotter		
Standing Committees Audit/Finance	Addressed comments regarding minor discrepancies in Management Letter and ways ahead to correct; planning meeting with County Auditor office for guidance. Presented 2027 budget draft; discussion followed on current fuel trends and potential ways ahead to reduce operational costs as able.	M. Russell		
Long Range Planning	Presented economic development inquiry for drone testing facility; more to follow if potential develops into concrete plan of action.	T. Kern		
Marketing	Nothing significant to report.	R. Farmer		
Regulatory Development	SRE delivery delay until mid-NOV 2026 TWY A project ahead of proposed schedule; geospatial imaging to begin late OCT. See **Consultant's Report** for ACIP details, etc. System for Awards Management (SAM) annual updates complete	P. Smith		
Airport Manager's Report / Land Management	See attached report > Fuel on hand as of September 1, 2026 ^ 100LL: 1,489 ^ Jet A: 4,969 > Fuel on hand as of September 30, 2026-based on meter readings ^ 100LL: 991 ^ Jet A: 2,081 **Equipment:** **Telephone Lines** - Researching into options continues. **Septic System** - complete	M. Russell		

Current Business	**T-Hangar Construction - Concept:** Mr. T. Bishop presented a hangar build concept to the Board; a single-phase build for 14 -16 T-hangar complex, west of current private hangars. Discussed electricity and potential for water and heat (as determined by cost), structure builds, and marketing strategy. Further discussion followed as to future vision for expanded aviation community planning for longevity and posterity.	T. Kern		
Comments from Board Members	**T-Hangar Construction:** very favorably received; will work toward land lease terms of contract for the next meeting in NOV . **2025 Audit:** continue to resolve standing issues from AOS managerial letter. **2027 Budget:** discusss with Audit/Finance chair, continue to streamline, fact-check and prepare for formal presentation next meeting.	T. Kern		
Comments from Public	**T-Hangar Construction:** very favorably received; encouraged Board to move forward, with focus on expanding aviation community morale and community awareness. **Budget 2027:** addressed Board concerns regarding audit costs, property taxes, accounting and legal fee, and local match funds and overall effect on budget; the county commissioners remain committed to support Airport endeavors.	S. Miller		
Executive Session	N/A			
Adjournment	Adjourned: 4:58 p.m.	T. Kern		Motion to call Adjournment;
				Approved
Submitted by:	Michael Russell			