

Putnam County Airport Authority

Regular Meeting Minutes

July 1, 2024 at 6:30 PM

Putnam County Regional Airport Business Center & Hotel
1599 Ballard Lane, Greencastle, Indiana 46135



- I. Call to Order-6:30p
In attendance: Cathy Tipton, Rex Eaton, Stephen Wise, Doug Miller, Jennifer Edwards, Jason Clearwaters, Eddie Felling, Colin Davies, Rose Imeri, Ben Chadd, Curt Clearwaters, Bill Mentge and Eric Wudtke.
- II. Reports
 1. President
 - i. Changes to the Bylaws- Right now we do not have any type of distinction on how many meetings per year Board Meetings have to attend. It was brought to Cathy's attention that some would like this updated. Cathy would like to propose that 9 out of 12 meetings be added to the bylaws. Rex motioned to approve this amendment, Stephen seconded. **Motion carried.**
 2. Vice President-not present.
 3. Secretary
 - i. June 3, 2024 Approval of Minutes-Stephen motion to approve the minutes as presented, Rex seconded. **Motion carried.**
 4. Treasurer
 - i. Report for July 1, 2024, Income received of \$410,478.59 against claims received \$99,641.03. Stephen motion to approve the minutes as presented, Cathy seconded. **Motion carried.**
 - ii. Bank Reconciliation for June-Signed
 - iii. Eclipse proceeds \$1,082.35-Doug had asked to divide between EAA Young Eagles and the Ramp Rats. Stephen motioned to approve, Rex seconded. **Motion carried.** Colin mentioned possibly reimbursing Rose for the restroom usage, Rose stated she was not worried about it. Eddie asked how Rex will pay them with a check, Rex said yes. Bill mentioned that we are paying for the service provided from the Ramp Rats. Doug mentioned that last month's treasurers report, the hotel lease was not on last month as they had not yet been received so they should be listed on today's treasurers report for 2 payments. Cathy mentioned the audit. The auditor had a hard time following what Baker Tilley did in Gateway. Bank Reconciliation and signing, he originally had concerns but then said they were fine. Originally the audit was to take 3 weeks, but ended up taking 3 months. The original estimate was \$6-7k and today the bill is \$17k because of the hours it took for the audit. He is looking into reducing the hourly rate. Cathy is hoping to have an update for the next meeting.
 5. Airport Manager
 - i. Report for July 1, 2024-Fuel flowage fee \$341.04, 547.98 gallons 100LL, (6/1-6/12) and 1725.34 Gallons Jet A. Quote on replacement of defective solenoid in walk-in cooler, \$1,883.00. I have asked for a quote on replacing complete cooling unit and roof top condenser. AA Huber quoted \$14,729 and Young Diversified Services quoted \$9,350. Stephen asked if it is the same unit for both contractors. Doug stated he was unsure. Cathy asked how old the cooler is, Rose stated she believes it is the original. Doug thought it may have been used when installed in 2000. Curt asked if either listed warranties. AA Huber did not, but YDS Listed a 1 year manufacturers warranty. Cathy stated that she thinks we should replace the solenoid now and research the quotes further to make sure they are quoting similar units and have similar warranties to make sure they are truly comparable. Stephen voiced concern that the solenoid would be a sufficient fix. Cathy asked Rex if we have the money in the budget to replace the unit, Rex said it would be cutting it close and he felt we should do the repair now and wait for the next budget to replace. Cathy motioned for Doug to get a repair quote from Young Diversified Services and go with the cheaper option. Rex seconded. **Motion carried.** Bill mentioned another company he has used to call for a quote. Doug asked Stephen if they would be bailing hay this year and when that would be and if they would be sending a check. Stephen said he will reach out to WIN farms for an update.
 6. Engineer

Cathy Tipton, President

Dillon Sutherlin, Vice President

Rex Eaton, Treasurer

Gary Lemon, Member

Stephen Wise, Member

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