

Putnam County Airport Authority

Regular Meeting Minutes

January 5, 2026 at 6:30 PM

Putnam County Regional Airport Business Center & Hotel

1599 Ballard Lane, Greencastle, Indiana 46135



Members:

Cathy Tipton-Appointed by Putnam County Commissioners, expiration 12/31/25

Dillon Sutherlin-Appointed by Putnam County Commissioners, expiration 4/5/29

Rex Eaton- Appointed by Putnam County Commissioners, expiration 1/4/27

Stephen Wise- Appointed by Putnam County Commissioners, expiration 1/18/27

Gary Lemon- Appointed by Putnam County Commissioners, expiration 2/27

I. Call to Order & pledge-6:30p

In attendance: Cathy Tipton, Dillon Sutherlin, Rex Eaton, Stephen Wise, Gary Lemon, Doug Miller, Eddie Felling, Jason Clearwaters, Jennifer Edwards, Kelly & Colin Davies, Benn Chadd, Brayden White, Ron Sutherlin, Paul Hodgen.

II. Reports

1. President

i. Officer Elections-Cathy nominated Dillon Sutherlin, Gary nominated Stephen Wise.

Roll Call Vote:

Gary -Stephen

Stephen-Stephen

Rex-Stephen

Dillon-Dillon

Cathy-Dillon

Open nominations for VP-Dillon nominates Cathy. Cathy nominates Dillon. Cathy refused her nominations.

Gary nominated Gary.

Gary-Gary

Stephen-Gary

Rex-Gary

Dillon-Dillon

Cathy-Dillon

Open nominations for Treasurer. Gary nominated Rex. No opposition.

Appointments- Eddie stated that Cathy was reappointed. Eddie asked Stephen about his expiration date as it was unclear. Dillon asked about his oath of office as he did not receive a letter after his reappointment. Eddie stated he really should be sworn in, but to check with the commissioner's office.

2. Vice President-nothing to report.

3. Secretary

i. December 1, 2025 Approval of Minutes -Gary motioned to approve the minutes as presented, Dillon seconded. **Motion carried.**

ii. Proposed Meeting Schedule for 2026-Cathy mentioned that the commissioners have updated their meeting schedule to the first Monday of the month and they would like to have someone in attendance at our meetings and wondered if we could update our schedule to accommodate. Dillon motioned, to move the meetings will be held at the same location and time but will move to the 3rd Monday of each month. Cathy seconded. **Motion carried.** Jennifer will update the dates on the minutes and send out to the board and post on the website. Eddie asked to provide to the paper as well.

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1/5/26	2/2/26	3/2/26
4/6/26	5/4/26	6/1/26
7/6/26	8/3/26	9/8/26
10/5/26	11/2/26	12/7/26

*September is the only Tuesday meeting January 2027

New schedule the 3rd Monday of each month:

2/16/26	3/16/26	4/20/26
5/18/26	6/15/26	7/20/26
8/17/26	9/21/26	10/19/26
11/16/26	12/21/26	1/18/27

4. Treasurer

- i. Report for January 5, 2026-Income received of \$55,055.67 against claims of \$62,054.95. Cathy asked what the 808.07 was for to Humphreys, Doug said tires for the kubota RTV. She also asked about the Wise hauling \$1800. That was for hauling the rock, Cathy asked if it was a conflict of interest. Dillon asked if we purchased the prep table? Rex stated it was on the Visa bill for November. Rex stated there was an error on the income for December \$48,229.98 from a tenant who paid his rent for 2 months. Rex motioned to amend the Decembers Treasurers report. Gary seconded. Motion carried. Stephen motioned to approve the January report as presented, Gary seconded. **Motion carried.**
- ii. Bank Reconciliation for December- signed by board members present.

5. Airport Manager

- i. Report for January 5, 2026-Activities for the month of December- Jet Fuel Flowage fee \$330.29 2201.93 Gallons Jet A & 789.44 gallons 100LL. South Hangar Roof, Pro-Val Constructions, Roof has been replaced. Credit Card Report:
Credit: +\$79.57
TSC Plastic Fence bird deterrent -\$40.98
Total +\$38.59
Dillon asked if Rose was doing well with the new prep table, Doug stated she thought she was as he hasn't heard of anything since received in November. Dillon asked how it was received in November if it was approved in December? Stephen asked Rex to confirm

6. Engineer

- i. FY25 Design – Apron Pavement Rehabilitation-still have a couple of open grants. AIP 28 one final draw down. They worked on close out documents. Hopefully all the documents will be signed at the next meeting. AIP 29 Apron Rehab- close out the
Rehab Apron Pavement to bid out tomorrow? Prebid meeting on 1/15 at 10:30 at the FBO, bids due 3p 1/27. So far, this fiscal year no grants have been issued. At the February meeting Jason will have the bids and the ___. No updates on the disadvantage business plan. INDOT has gone to a software called Black Cat? Stephen will now possibly have to go in to the software to get the state draw down?
- ii. Locally Funded Projects-hangar site visit on 12/23 on Hangar F. Took a look with Doug and need to get together a quote package on the work needed. Jason will get a quote package together and get it out to contractors get that back to the board. Cathy asked if he had a ballpark on what the repairs may need, Jason said likely at least

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\$160,000. The threshold for bid threshold is \$350,000, so we should be under that. Snow Removal is 4,000 and Hangar F is 3,600 roughly. Cathy stated if we are looking at repairs that high for only \$400 month lease, it doesn't seem feasible. Stephen agreed it may be worth looking at new construction instead of rehab.

7. Attorney

i.

Farm Rental Update-

I. Cedarview Farms – Section 2, 9.37 ac total bid of \$2,900, \$309.168 per ac.

II. Hodgen Farms- Section In the farm packet that went out Eddie reused the acreage from the last bids with disclosures on what the new ag details were. Bid is for 213.84 ac, \$276.50 per ac, \$59,126.76 total.

Nothing is needed given we only have 1 bid per section. Cathy motioned to approve the bids as presented, Dillon recused, Stephen seconded. **Motion carried.** Dillon asked about they hay ground, Eddie said he would talk to Kristin, he believes they would put it out in February.

ii. Eddie announced the new law firm formed January 1 and is Felling, Farnsworth, and Wudtke with six attorneys. Brayden is here tonight and he will be running the Greencastle Office primarily.

iii. The Gyro Hanger – Eddie needs a 10 min exec session to give the board updates prior to the next meeting. The board will meet at 6:20 in February before the next meeting for an Executive Session.

8. Hotel Manager-nothing to report. Kelly just asked about the room heaters, they normally use Dave's Heating & Cooling but she feels they are expensive and she would like to check Benny Ault and get a quote on the units and compare to Daves. Stephen asked how many units, Kelly stated 16 total. Stephen stated she could have him come look and get a quote. Cathy mentioned that at the last meeting the board discussed have more upkeep maintenance on more things around the building. Kelly asked about the sign on the front of the building, she is waiting on a quote but does not have it yet. Colin asked about the sign at the end of the road.

9. Restaurant Manager-Rose not present. Cathy stated Rose had nothing to report.

II. Old Business- none

III. New Business- none

V. Comments and Announcements-none

1. For the Good of the Order

VI. Adjournment-7:18 p Gary motioned to adjourn, Rex seconded. **Motion carried.**

Next meeting date: Monday, February 16, 2026 with an executive session at 6:20p.

Cathy Tipton, President

Rex Eaton, Treasurer

Gary Lemon, Member

Date

2/16/26

Date

2/16/26

Date

Dillon Sutherlin

Dillon Sutherlin, Vice President

Stephen Wise, Member

Jennifer Edwards, Secretary

2/16/26

Date

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