

Putnam County Airport Authority

Regular Meeting Minutes

April 7, 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 12/31/29

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 1/18/30

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

I. Call to Order-6:30p

In attendance: Cathy Tipton, Dillon Sutherlin, Doug Miller, Ben Chadd, Jennifer Edwards, Stephen Wise, Gary Lemon, Rex Eaton, Eddie Felling, Brayden White, Rose Imeri & Gary Neese.

II. Reports

1. President

- i. Discuss Ballard Lane ownership-Eddie said it is an easy decision to dedicate it to the city. Eddie said we need to go through the Board of Works. Stephen stated that he has no issues with dedicating it as long as they make repairs to any damage. Stephen asked if we can find out if they will maintain, Eddie said he can ask. The only other option is to do a temporary easement. Cathy motioned for Eddie to start the dedication of the road to the city, Dillon seconded. Rex is opposed as we paid for the land and we should not give it away. Eddie mentioned we are not giving away the land, just giving the easement for the road. Rex changed his mind after the discussion. **Motion carried.**
- ii. Follow-up on AWOS – Doug stated it is working.
- iii. Follow-up on hotel HVAC – Kelly sent an email. Daves came a couple weeks ago and looked over everything and provided a quote of \$3,500 per visit. Stephen said he would like to get another quote to compare. A unit went out and they gave a quote to replace at \$2,100, but Doug said that we had a spare they were able to swap out.
- iv. Hay Ground – received 1 bid. \$44.86 per acre. Gary Neese \$2,400. Gary motioned to approve the contract, Rex seconded. **Motion carried.**

2. Vice President-Gary had nothing to report.

3. Secretary

- i. March 16, 2026 Approval of Minutes- Cathy motioned to approve the minutes as presented, Dillon seconded. **Motion carried.**

4. Treasurer

- i. Report for April 7, 2026-Income received of \$43,718.22 against claims received of \$24,591.32. Gary motioned to approve the report as presented, Cathy seconded. **Motion carried.**
- ii. Bank Reconciliation for March-signed by all board members.

5. Airport Manager

- i. Report for April 7, 2026-Jet fuel flowage fee \$253.53, 1690.3 gallons Jet A, & 969.4 gallons 100LL.
Credit card report:
APS aviation single point nozzle \$2,561.03
Amazon- Backup Batteries \$30.58
Total Due: \$2,591.61

Stephen Wise, President
Gary Lemon, Vice President

Rex Eaton, Treasurer
Cathy Tipton, Member

Dillon Sutherlin, Member

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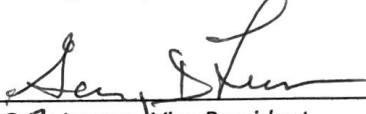
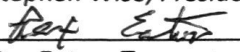
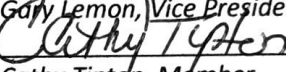
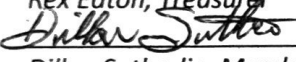
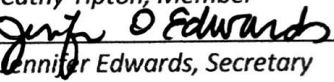


AWOS has been repaired. Ordered sensor for beacon/wind sock. Dave's Heating came and looked at all the HVAC Units on the airport, except individual room units, so they could give us a quote on maintenance contract. While getting numbers on units they noted that west Business Center HVAC unit is in need of replacement. We have started mowing.

6. Engineer-Jason had a conflict and was not present, had no updates.
7. Attorney-Eddie mentioned that Brayden is here as Tuesday meetings will be hard for Eddie to make.
8. Hotel Manager-Kelly and Colin were not present but did not have anything to report.
9. Restaurant Manager-Rose had nothing to report.
- II. Old Business-Old Hangar building- Eddie asked if we had someone interested in leasing the building as is, Gary stated we did. Eddie would like to speak with the potential tenant. Gary stated he will connect with the potential tenant to start the discussion and perhaps bring a proposal to the next meeting.
- III. New Business- none.
- V. Comments and Announcements-Gary Neese asked if he is good to put the hay outside of the fence, Doug confirmed.
 1. For the Good of the Order

VI. Adjournment-7:08p Gary motioned to adjourn the meeting, Cathy seconded. **Motion carried.**

Next meeting date Tuesday, May 5, 2026

Stephen Wise, President	Date		5/5/26
	5/5/26	Gary Lemon, Vice President	Date
Rex Eaton, Treasurer	Date		5/5/26
	5/5/26	Cathy Tipton, Member	Date
Dillon Sutherlin, Member	Date		5/5/26
		Jennifer Edwards, Secretary	Date

Stephen Wise, President

Gary Lemon, Vice President

Rex Eaton, Treasurer

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