Clinton County Port Authority Board of Directors Meeting
Thursday, September 10, 2026
9 a.m. – Wilmington Air Park

Present: Beth Ellis, Jack Powell, Janet Dixon and Kyle Rudduck,

Staff Present: Alex Beres, Brad Buckner, Corey Francis, Kelly Greene, Beth Huber, Jerry O'Brien, Josh Roth

Others in Attendance: Aaron Berke, Walt Rowsey, David Lotterer, Rob Music, Jason Shope, Jeremy Heard, Kenny Chamblin, Ohio Senator Kyle Koehler, Emily Haar, Kym Parks

Chair Ellis called the meeting to order at 9:01 a.m. At that time, she also confirmed that the notice requirements of Section 121.22 of the Ohio Revised Code and the rules adopted by the Port Authority pursuant thereto were complied with for this meeting.

Roll call was taken.

Mr. Powell made a motion to excuse Mr. Ferguson, Mr. Settlemyre and Mr. West. Ms. Dixon seconded them motion. A roll call vote resulted in Yes votes from Ms. Ellis, Mr. Powell, Ms. Dixon and Mr. Rudduck. The motion passed unanimously.

Ms. Dixon made a motion to approve the Agenda for the September 10, 2026, Board of Directors meeting. Mr. Powell seconded the motion. A roll call vote resulted in Yes votes from Ms. Ellis, Mr. Powell, Ms. Dixon and Mr. Rudduck. The motion passed unanimously.

After reviewing the minutes of the August 13, 2026, Board of Directors meeting, Mr. Rudduck made a motion to approve the Minutes as presented. Mr. Powell seconded the motion. A roll call vote resulted in Yes votes from Ms. Ellis, Mr. Powell, Ms. Dixon and Mr. Rudduck. The motion passed unanimously.

Chair's Report

Chair Ellis welcomed those present, adding her appreciation for the efforts of everyone with the recent weather events to keep things safe and moving at the airport.

Chair Ellis recognized Ohio Senator Kyle Koehler, who was in attendance, and shared the appreciation of the Staff and Board for all the support. Mr. Beres added that he appreciated the ongoing relationship with ATSG, as a major tenant at the Air Park. Sen. Koehler was going to tour with ATSG after visiting the meeting.

Chair Ellis shared with the Board members a prospective list of Board and Chair positions for the 2026-2027 Year for review. She said that the full Board will vote on them in October. If anyone has any preferences, they should reach out to the Chair in the next couple weeks.

Secretary/Fiscal Officer Report

Mr. Beres reported that the Finance Committee had met last week. He then went through the list of bills presented to the Board. He made note of a payment to Eaton Construction – a payment for the ODOT FY26 concrete project; ACG – a payment for the ODOT FY26 Tower project; Ruscilli – a

payment for the ongoing roof project; and a few others. Chair Ellis asked about payments to LGSTX. Mr. Beres said staff was working to catch up, and it was likely there would be a few payments on next month's bill list.

It was noted that the bill list was not completely reconciled. The Board opted to review the reconciled bill list for August next month when it reviewed September's list. No vote was taken.

Mr. Beres said staff was still in transition on the finance onboarding.

Mr. Beres then reviewed the second quarter's results with the Board. Since the numbers included July receipts and payments, it was a little more than half-way through the year. He explained that in the transition, some of the funds were booked in different accounts than they should have been – an easy thing to fix – and that accounts that seem low now on the receipts side will get corrected as accounts are sorted out.

Overall, Mr. Beres said, finances are tracking well with the budget.

Mr. Beres then presented proposed changes to the 2026 Budget. Only two lines were being impacted. The proposal was to move $25,000 into the Professional Services line for additional support from SRC, and to move $75,000 into the Air Ops line for facility review and assessment support.

Resolution 2026-09-02
A Resolution approving budget modifications to the 2026 budget.

Mr. Powell made a motion to approve the resolution. Mr. Rudduck seconded the motion. A roll call vote resulted in "Yes" votes from Ms. Ellis, Mr. Powell, Ms. Dixon and Mr. Rudduck. The motion passed unanimously.

New Business

Resolution 2026-09-03
A resolution amending an agreement with Shared Resource Center to provide fiscal support services.

Mr. Beres shared that this would keep the SRC available to the staff through year end for payroll and general support. Going into next year, SRC would be continuing with payroll, and then be available for specific projects.

Mr. Powell asked if this was an additional $25,000 to the $100,00 or if the $25,000 was inclusive of the $100,000. Mr. Beres confirmed it was included in the $100,000.

Mr. Powell made a motion to approve the resolution. Ms. Dixon seconded the motion. A roll call vote resulted in "Yes" votes from Ms. Ellis, Mr. Powell, Ms. Dixon and Mr. Rudduck. The motion passed unanimously.

Resolution 2026-09-04
A resolution authorizing one or more agreements for a Phase II Environmental Site Assessment of the Clarksville Wastewater Treatment Plant Site in conjunction with the Ohio Department of Development Brownfield Remediation Program.

Mr. Beres said that the Brownfield Remediation Program has been active in Ohio for the past few years and that Clinton County has benefited from projects funded by the projects in a few locations. Mr. Berke said that the State Brownfield funds are guaranteed to the County in a certain amount and that the County appointed the Port Authority to work with the program as the lead agent.

Mr. Buckner shared that the site in question was formerly a pipe-fitting facility and has already had a Phase I completed on it. The Brownfield funds will be used to conduct a Phase II assessment. Mr. Beres said that completing the Phase II was a best practice as part of due diligence. It would allow everyone to better understand what, if anything, needs remediate. Mr. Francis added that the eventual proposed project would likely involve federal funds and this information would be necessary as a requirement of using those funds.

Chair Ellis asked if the site had already had some due diligence. Mr. Beres confirmed that it has. He added that the Port Authority continues to work on this site and this project on behalf of the County Commissioners. The Clarksville administration also has supported the project. Mr. Rudduck asked if this work was to determine what might still need addressed. Mr. Berke confirmed that the work conducted on the Phase I study, which has been completed, identified several areas that would need further investigation. A Phase I study is a collection of historical documents and reports. The Phase II will involve people at the site and they will take samples and investigate anything identified by the Phase I study. Then, if necessary, remediation of any identified conditions would be the next step.

Mr. Rudduck made a motion to approve the resolution. Ms. Dixon seconded the motion. A roll call vote resulted in "Yes" votes from Ms. Ellis, Mr. Powell, Ms. Dixon and Mr. Rudduck. The motion passed unanimously.

Resolution 2026-09-05
A resolution authorizing one or more agreements for Phase I and Phase II environmental site assessment activities at the former fuel farm at the Wilmington Air Park in conjunction with the Ohio Department of Development Brownfield Remediation Program.

Mr. Buckner said that this grant would cover both the Phase I and Phase II work at the Wilmington Air Park. As a former fuel facility, it is likely there will be more / deeper investigation than the record gathering completed in a Phase I. Some work has already been completed at the time of the donation, and this would pick up that work and continue it. Chair Ellis asked if this would likely follow the path of the former shooting range project. Mr. Beres confirmed that it would. It is part of the process to complete the due diligence so that in the next round funding could be sought to complete the remediation.

Mr. Powell made a motion to approve the resolution. Mr. Rudduck seconded the motion. A roll call vote resulted in "Yes" votes from Ms. Ellis, Mr. Powell, Ms. Dixon and Mr. Rudduck. The motion passed unanimously.

Resolution 2026-09-06
A resolution authorizing the engagement of a vendor to complete facility assessments of buildings at the Wilmington Air Park.

Mr. Beres said that this would authorize high level assessments of the condition of the facilities. This information would allow for more meaningful conversations as we move forward on building leases.

Ms. Dixon made a motion to approve the resolution. Mr. Powell seconded the motion. A roll call vote resulted in "Yes" votes from Ms. Ellis, Mr. Powell, Ms. Dixon and Mr. Rudduck. The motion passed unanimously.

Old Business

Mr. Beres reported that a meeting of both the DRIVE I LLC and Economic Development Committees were held recently. The purpose was to share with both groups an update on the Masonic Building project.

He reviewed the formation of the DRIVE I LLC, being jointly funded by the City of Wilmington, the Board of County Commissioners and the CIC of Wilmington, with the Port Authority being named the head agent of the LLC. The DRIVE I purchased the Masonic Building and proceeded to assess and stabilize the building. The next step, he said, is to engage an appropriate partner. The Port Authority team is working with a third-party architect to create a proposal for acquisition of the property. He said this is more than a real estate transaction – it is the search for the highest and best use of the property for the community. It is a big step.

Chas Weiderhold has been engaged to help with this process. He is an accomplished local architect and will help to represent the building to potential purchasers as well as help to create the RFP.

Mr. Beres recounted the path to this point, wherein the DRIVE was pressured to purchase the building, most specifically by individuals no longer in the roles today that they held then. It is time to move the project forward. Mr. Beres said that the Port Authority team has discussed this with the partners in the project, as well as that the initial funds put into the project are now waning and next steps need to be taken. He said the Port Authority will likely always be involved with the way grant funds can be gathered to and administered for projects such as this.

Chair Ellis commented that no one wants to see it be derelict, however the Port Authority has done what it can up to now. It is time to move forward. Mr. Beres said the building was recently showcased as part of an OPEN DOORS program. The Masons also were at the building helping to tell the story of the building to interested community members.

Moving from Old Business to Reports, Mr. Beres shared that the Michael Baker International (MBI) update in the packets outlined a lot of work accomplished on the airport recently. While a tour had been an option, with the poor weather, that will be suspended to another day.

Mr. Beres reminded the Board of the upcoming third quarter economic development update on September 30 in Columbus. It is being held in conjunction with the Chamber. He highlighted some of the planned agenda speakers. Mr. Beres confirmed that this is event is planned so that individuals could attend on their own, and then take advantage of following up with meetings throughout the day – central transportation would not be part of the event.

Mr. Powell asked if the FAA check flight had been completed. Mr. Jeremy Heard confirmed it had and while there was some tuning needed, the airport is all set. Mr. Beres said it was great to have this done before Peak.

Mr. Beres also commended Kenny Chamblin and R + L for their work to get fencing remediated closing a gap that had allowed deer easy access to the airport.

Public Comment

Chair Ellis opened the meeting for public comment.

Executive Session

Hearing no further requests for public comment, at 9:46 a.m. Mr. Powell made a motion that the Board move into Executive Session to discuss matters contemplated by Ohio Revised Code 4582.58 (C) Economic Development, with no intention to return to public session. Mr. Rudduck seconded the motion. A roll call vote resulted in "Yes" votes from Ms. Ellis, Mr. Powell, Ms. Dixon and Mr. Rudduck. The motion passed unanimously.

During Executive Session, the Board heard a report from the Executive Director and discussed matters pursuant to Ohio Revised Code 4582.58 (C). No other deliberations occurred.

At 11:33 a.m., Mr. Powell made a motion that the Board exit Executive Session. Ms. Dixon seconded the motion. All voted in favor, responding with "Aye." The motion passed unanimously.

Mr. Rudduck made a motion to adjourn the Board of Director's meeting of the Clinton County Port Authority. Mr. Powell seconded the motion. All voted in favor, responded with "Aye." The motion passed unanimously, and the meeting was adjourned at 11:33 a.m.

The next meeting is set for Thursday, October 8, 2026, at 9 a.m.