

Butler County Airport Authority
July 9, 2020
Monthly Board Meeting Minutes

MEMBERS ATTENDING: Andrew Allen, Secr/Treasurer Victor C Green James Opalka
Matthew Schrauder Timothy Shields, Chairman Michael Walsh, Vice Chairman
Chad Weaver

OTHERS ATTENDING: Stacey Daugharthy Kim Geyer, Commissioner Michael Pawk, Solicitor
Ike Kelly, Airport Manager Stan Pavkovich, AirQuest

VIA PHONE: Darren Asper, Delta Development

The July 2020 meeting was called to order at 7:01 PM by Chairman Tim Shields and began with the Pledge of Allegiance. It was noted that there was a quorum and that an Executive Session was held before the meeting to discuss a lease matter. Victor Green made a motion to approve the minutes from the June meeting, Jim Opalka seconded and all were in favor.

ATTENDEE COMMENTS - none

DELTA DEVELOPMENT UPDATE – Darren Asper

- Darren reviewed the attached Monthly Status Report which was in each Member’s folder
 - H2O Grants should be awarded in September
 - Contacts with key staff members indicated that the application is in good order and no additional information is needed
 - Will reach out to Representative Metcalfe and Senator Hutchinson as well
 - RACP application window is expected to open next week
 - Building construction is preferred so working to get maintenance building plans to use

AIRPORT MANAGER’S REPORT

- Condor Aero Club and a few other Zelianople tenants have temporarily moved here and it seems to be working out well for everyone.

COMMITTEE REPORTS

- Lease Committee, Mike Walsh, Chairman
 - Allegheny Health Network renewal
 - Ike signed and returned the new lease for their final review and signatures.
- Project Committee, Matt Schrauder, Chairman and Ike Kelly, Airport Manager
 - Rehab Administration Building
 - Joe Saeler is finalizing the most recent plans and cost estimates
 - When received, Matt will forward the final plans figures to the Board for their approval and use in preparing the grant application and bid package
 - Proposed Runway Extension
 - Consultant Selection
 - Hoping to use the remaining DCED funds for base work
 - Ike met with Adam Switzer and a Geotech engineer from Delta Airport Consultants
 - ✦ They made a very encouraging determination that approximately 80% of the fill could be on site, which could reduce project expenses significantly
 - ✦ Borings will be done to confirm soil suitability
 - Benefit Cost Analysis
 - Delta Airport Consultants are working through the FAA comments and collecting more data on Part 135 operations
 - Environmental Assessment
 - FAA will begin review upon acceptance of the BCA
 - Crack Seal and Remarketing
 - Project began on June 15 and was completed June 17
 - Favorable weather and availability of crew resulted in just three full days of work
 - Thank you to the tenants for your cooperation and understanding during the closures
 - Corporate Hangar Multimodal Grant
 - Darren Asper indicated during his earlier presentation that grants should be awarded this fall

- Project Committee continued
 - Property Acquisition – Brown
 - Demolition is expected to begin the week of July 20th
 - Market Survey for Corporate Airpark
 - McFarland Johnson completed work and presented information to Ike, Tim, Andy and Vic
 - Southside Taxiway and T-hangar Access Road
 - Matt Schrauder and Andy Allen expressed concern about the cost of the project
 - After discussion of possible changes and price reductions, it was determined that the project should continue as previously approved by both the Board and PennDOT BOA
 - Financing options will be considered to fund the 25% local share
- Scholarship Committee, Jim Opalka, Chairman
 - Jim Cunningham presented fundraising information to the Board in a half hour workshop before the Executive Session
 - Jim Opalka reported that the committee and the Board will be doing some brainstorming to plan and organize fundraising efforts
- Marketing Committee, Andy Allen, Chairman
 - Most recent committee meeting focused on scholarship fundraising
 - Committee members have also been involved in the Market Survey and will work to move forward with information that was gained

OLD AND UNFINISHED BUSINESS

- Ike notified the tenants regarding an ILS NOTAM
 - Andy Allen questioned if there is an option to accommodate pilots who don't have GPS systems
 - Ike is in discussion with FAA representative regarding an alternate missed approach procedure

NEW BUSINESS - none

COMMISSIONER'S COMMENTS

- The Commissioner shared that the County received a \$5.1 million Pennsylvania Infrastructure Bank loan for bridges and roads. For the first two years payments are interest only.
 - She suggested that a PIB loan could be a good option for funding the local share of projects

REVIEW AND APPROVAL OF FINANCIAL REPORTS

- The Members received June financial reports by email.
- Chad Weaver made a motion to approve the financial reports, Jim Opalka seconded, and all were in favor.

REVIEW AND APPROVAL OF BILL PAYMENTS

- Bills received from June 12 – July 9, 2020 totaling \$57,335.10, were presented in the attached list.
- Vic Green made a motion to approve the payments, Mike Walsh seconded and all were in favor.

GOOD AND WELFARE

- Andy Allen commented that Life Flight is doing well accommodating flight school traffic
- Tim Shields thanked the staff and the Commissioner for their work.

ATTENDEE COMMENTS

- Stan Pavkovich from AirQuest Aviation ask if the Authority has considered adding a landing fee to generate income. Although it is not common at airports of this size, Ike will do a survey of other non-tower airports to verify.

ADJOURNMENT

- Andy Allen made a motion, Vic Green seconded and all were in favor to adjourn at 9:02.

Respectfully submitted,

Stacey Daugharthy, Office Manager