

Butler County Airport Authority  
August 13, 2020  
Monthly Board Meeting Minutes

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

OTHERS ATTENDING: Jim Bonner, Audubon Society      Stacey Daugharthy      Kim Geyer, Commissioner  
Ike Kelly, Airport Manager      Mike Pawk, Solicitor

VIA PHONE: Darren Asper, Delta Development      Heideh Shahmoradi, OS Strategies

The August 2020 meeting was called to order at 7:00 PM by Chairman Tim Shields and began with the Pledge of Allegiance. It was noted that there was a quorum and that no Executive Sessions had been held since the last meeting. A correction to the May minutes was read aloud; Victor Green made a motion to approve both the minutes from the July meeting and the revised minutes from the May meeting. Mike Walsh seconded the motion and all were in favor.

**ATTENDEE COMMENTS – none**

**JIM BONNER, EXECUTIVE DIRECTOR AT AUDUBON SOCIETY OF WESTERN PENNSYLVANIA**

- Mr. Bonner presented informational material and a brief summary of the Audubon Society and their desire to partner with Penn Township and the Airport Authority to develop a plan for a trail that would link Succop Nature Park with Harcrest Park via Airport property.
  - A DCED Planning Grant application was filed on July 31<sup>st</sup> deadline; unsure of when awards will be made.
  - The Board provided a letter of support for the Planning Grant application

**DELTA DEVELOPMENT UPDATE – Darren Asper**

- Darren reviewed the attached Monthly Status Report which was in each Member’s folder

**OS STRATEGIES – Heideh Shahmoradi**

- Heideh reviewed the attached Monthly Updates which were in each Member’s folder

**AIRPORT MANAGER’S REPORT**

- Ike reviewed the current JACIP, noting the difference between Programmed Amounts, which are Penn DOT’s early planning estimates, and Awarded Amounts, which are determined after engineering and bidding are done.

**COMMITTEE REPORTS**

- Lease Committee, Mike Walsh, Chairman
  - Allegheny Health Network renewal
    - Commission will be paid to the leasing company and AHN will reimburse over 12 months.
- Project Committee, Matt Schrauder, Chairman
  - The Committee met on August 5 and will meet next on September 2
  - Rehab Administration Building
    - Joe Saeler is considering phasing plans to spread out local share funding
  - Southside Taxiway and T-hangar Access Rd
    - PennDOT’s Grant Offer has been accepted; awaiting Grant Award
  - Proposed Runway Extension - Benefit Cost Analysis
    - During her earlier report, Heideh urged that the sooner the BCA is complete, the better because funding is being committed and we might miss our opportunity
  - Rock Salt Storage Area
    - Ike presented information on a carport type structure that could contain the bulk salt inventory and better maintain it for use
      - Matt Schrauder made a motion to approve the purchase of the necessary sized structure for \$2,570. Chad Weaver seconded the motion and all were in favor.
  - Dump Truck bed replacement
    - Ike Kelly presented options to purchase a replacement bed for the dump truck.
      - Jim Opalka made a motion to approve the purchase of a bed for up to \$4,950, plus \$1,350 for installation. Vic Green seconded the motion and all were in favor.

- Scholarship Committee, Jim Opalka, Chairman
  - The Committee met and decided that although fundraising efforts will be postponed, there is still funding to allow the award of three scholarships at the end of this year
- Marketing Committee, Andy Allen, Chairman – nothing new to report

**OLD AND UNFINISHED BUSINESS** - none

**NEW BUSINESS**

- Donation to Penn Township VFD
  - Considering the fact their fundraisers have been canceled and we have not provided the facility as part of our donation, it was suggested to make a one time increase in our annual contribution.
  - Matt Schrauder made a motion to approve a contribution of \$500 to Penn Twp VFD this year. Andy Allen seconded the motion and all were in favor.
- Electric supplier contract
  - Our 18-month contract with Engie will be ending this Spring.
    - Progressive Energy Consultants are urging we “lock in” a new contract rate now
    - The Board does not consider it necessary to make a commitment yet
    - Commissioner Geyer will ask a contact of hers from First Energy for any guidance he can offer
- Budget Workshop is scheduled for August 26 at 5 pm, with the hope of having the budget ready for Board approval at the September 10<sup>th</sup> meeting.
- Victor Green and Jim Opalka’s terms will be ending on September 30, 2020.
  - Victor Green is willing to continue
  - Jim Opalka announced that he plans to resign from the Board upon the appointment of a replacement
    - Tim Shields thanked him for his 17 years of service and stated that he has learned a lot from him while they have served together.
    - Tim Shields appointed a Selection Committee of Mike Walsh, Vic Green and Chad Weaver to recruit candidates for replacement and select a recommendation for Board approval.

**COMMISSIONER’S COMMENTS**

- The Commissioner shared that she has met with all Government Officials over the last few weeks and had the opportunity to speak with the Senators and Legislators.

**REVIEW AND APPROVAL OF FINANCIAL REPORTS**

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

**REVIEW AND APPROVAL OF BILL PAYMENTS**

- Bills received from July 10 – August 13, 2020 totaling \$373,614.24, were presented in the attached list.
- Mike Walsh made a motion to approve the payments, Vic Green seconded and all were in favor.

**GOOD AND WELFARE**

- Ike Kelly thanked the Board and the staff for their work. The addition of a fourth full-time staff member has resulted in even better maintenance of the facility and the completion of many more projects.

**ATTENDEE COMMENTS**- none

**ADJOURNMENT**

- Vic Green made a motion, Andy Allen seconded and all were in favor to adjourn at 8:50.

Respectfully submitted,

Stacey Daugharthy, Office Manager