

Butler County Airport Authority  
June 10, 2021  
Monthly Board Meeting Minutes

MEMBERS ATTENDING: Andy Allen, Secy/Treasurer      Victor C Green      Mike Walsh, Chairman  
OTHERS ATTENDING:    Stacey Daugharthy      Kim Geyer, Commissioner      Ike Kelly, Airport Manager  
                                 Brian McCall, Maher Duessel      Stan Pavkovich, AirQuest      Michael Pawk, Solicitor  
                                 Sara Reed, Maher Duessel  
BY PHONE: Heideh Shahmoradi, OS Strategies

The June 2021 meeting was called to order at 7:00 PM by Chairman Mike Walsh and began with the Pledge of Allegiance. It was noted that there was a quorum and no Executive Sessions had been held since the last meeting.

Vic Green made a motion to approve the May meeting minutes, Andy Allen seconded and all were in favor.

**ATTENDEE COMMENTS**

- Stan Pavkovich, AirQuest Aviation’s Director of Operations, reported that a recent article in the Butler Eagle showed a photo of single engine aircraft in front of High Flight Academy. For future use, Stan sent them aerial and ground shots showing jets. The reporter requested a photo of the entrance sign and Stan realized there isn’t one.
  - The Board will continue to work on including a new entrance sign in the Administration Building repair and rehabilitation project.
- Brian McCall and Sara Reed presented drafts of the 2020 audit reports, which were previously provided to each Member for review.
  - Andy Allen made a motion to approve the 2020 audit reports as presented. Vic Green seconded the motion and all were in favor.
- Heideh Shahmoradi from OS Strategies reviewed her Monthly Update which was sent to the Members by email. Heideh continues to gather current information and to make contacts regarding possible appropriations to BTP.
  - Board Members questioned the value in continuing the agreement with OS Strategies
    - Next month the Board will ask Heideh what return we can expect to receive from this investment

**PROJECT STATUS**

- Rehab Southside Taxiway and Construct T-hangar Access Rd
  - Weather delays have put schedule approximately 2 ½ weeks behind so the crew is planning to add Fridays to make up some time.
  - Staff is updating tenants as well as possible through emails and notices.
  - Weekly construction meetings are now being held on Thursdays at 11 am. Minutes are forwarded to Board upon receipt from the inspector.
- Administration Building Rehabilitation
  - Executed contract with Ashlar Architecture & Engineering.
    - Ike met with Marlene and a staff member June 9 to take measurements and review old drawings
    - Aiming for bid opening approximately September 1.
- Airport Improvement Project
  - Ike Kelly and Mike Walsh presented Monroe Rd request at Penn Township Supervisors meeting June 8<sup>th</sup>
    - Supervisors want to consult with their engineers and will give us a decision in 30-45 days.

**AIRPORT MANAGER’S REPORT** – Ike Kelly – nothing in addition to the Project Status Updates

**COMMITTEE REPORTS**

- Board Member Selection Committee
  - The committee has selected prospective Board Members to fill two of the three openings
    - Requested the Commissioners’ approval for appointment on May 27.
    - Commissioner Geyer reported that this will be on the agenda for their June 23<sup>rd</sup> meeting.
  - Andy Allen requested contact information to speak with the candidates himself and provide feedback to the committee.
- Project and Lease Committee – nothing in addition to Project Status updates
- Marketing and Scholarship Committee - Andy Allen, Chairman – nothing new to report

### **OLD AND UNFINISHED BUSINESS**

- Ike Kelly continues to work with the flight schools, clubs and tenants to improve the traffic pattern issues.

### **NEW BUSINESS**

- If there is known interest for a corporate hangar, inquiring parties should contact the office to be added to a Corporate Hangar Waiting List. A land lease is an even better option for someone interested in building their own hangar.

### **COMMISSIONER'S COMMENTS** – Commissioner Kim Geyer

- Commissioner Geyer continues to work with the Water Authority
  - Currently waiting for a MOU (memo of understanding) to be drawn up for the extension piece.
- Commissioner Geyer reported that the Commissioners are considering using part of the County's American Recovery Act funding for the sewer extension in the interest of future development possibilities.

### **REVIEW AND APPROVAL OF FINANCIAL REPORTS**

- The Members received May financial reports by email.
- Vic Green made a motion to approve the reports, Andy Allen seconded, and all were in favor.

### **REVIEW AND APPROVAL OF BILL PAYMENTS**

- Bills received from May 14 – June 10, totaling \$251,113.39 were presented in the Members' folders.
- Vic Green made a motion to approve the payments, Andy Allen seconded, and all were in favor.

### **GOOD AND WELFARE**

- Mike Walsh thanked Chuck and Heath for keeping the property looking so nice, Ike and Stacey for their work especially with the auditors and Stan for running a good FBO.
- EAA will be hosting Young Eagles International Day, Saturday June 12, operating out of C1.

### **ATTENDEE COMMENTS** - none

### **ADJOURNMENT**

- Vic Green made a motion, Andy Allen seconded and all were in favor to adjourn the meeting at 8:29 PM.

Respectfully submitted,

Stacey Daugharthy, Office Manager