

Butler County Airport Authority
December 9, 2021
Monthly Board Meeting Minutes

MEMBERS ATTENDING: Andy Allen, Sec/Treas Victor C Green Joyce Schnur
 Mike Walsh, Chairman Chad Weaver, Vice Chairman
OTHERS ATTENDING: Stacey Daugharthy Kim Geyer, Commissioner Stan Pavkovich
BY PHONE: Heideh Shahmoradi, OS Strategies

The December 2021 meeting was called to order at 7:05 PM by Chairman Mike Walsh and began with the Pledge of Allegiance. It was noted that there was a quorum. Mike Walsh announced that an Executive Sessions was held before the public meeting for the purpose of discussing personnel and leases. Vic Green made a motion to approve the November meeting minutes, Joyce Schnur seconded the motion and all were in favor.

ATTENDEE COMMENTS

- Stan Pavkovich reported that AirQuest business has been very good and he'd like for it to continue.
- Heideh Shahmoradi from OS Strategies reviewed her Monthly Update which was provided in the Members' folders.

PROJECT STATUS

- Administration Building Rehabilitation - tabled
- Airport Improvement Initiative
 - Still awaiting decision from Township Supervisors regarding Monroe Rd.
- Water Project
 - Andy Allen made a motion to conditionally approve the agreement with Adams Township Water Authority that states that the Airport Authority will fund interest payments as previously approved and that the water service will be extended to the end of Airport Rd with funding from the County. Vic Green seconded the motion and all were in favor.

AIRPORT MANAGER'S REPORT

- Ike Kelly was not available to attend, so Mike Walsh read a report Ike Kelly provided regarding status of projects.
 - The Northwest Ramp Project will be only a crack seal and remarking instead of the full remediation which has been determined to be needed.
 - Andy Allen suggested that the proposed Corporate Airpark should be taken into consideration before work is done on the ramp which might be undone with that project

COMMITTEE REPORTS

- Board Member Selection Committee
 - The Jason Kratsas and James Harjer were appointed to the Board effective January 1, 2022.
 - Andy Allen made a motion to remove James Opalka, Matthew Schrauder, Tim Shields, Ronald Witt and Richard Kelly and to add Joyce Schnur, D James Harjer and Jason Kratsas to all documents for all of the accounts held at Mars Bank. All other individuals remain as previously stated for all accounts. Titles should be updated as Mike Walsh, Chairman and Chad Weaver, Vice Chairman; Andrew Allen remains as Secretary/Treasurer. Chad Weaver seconded the motion and all were in favor.
- Project and Lease Committee
 - Chad Weaver made a motion to approve the lease renewal with Structure Tec. Vic Green seconded the motion and all were in favor.
- Marketing and Scholarship Committee - Andy Allen, Chairman
 - Application period will close on December 15.
 - Vic Green made a motion to approve a donation of \$2,000 to the Scholarship Fund. Chad Weaver seconded the motion and all were in favor.
 - Joyce Schnur volunteered to be on the selection committee with Andy Allen.

OLD AND UNFINISHED BUSINESS

- Mike Walsh reported that the Board is not ready to consider a General Consulting Agreement.

NEW BUSINESS

- Andy Allen made a motion to replace the damaged flagpole which was by C1 with a new flagpole by the Administration Building. Joyce Schnur seconded the motion and all were in favor. The insurance claim will cover most of this expense.

COMMISSIONER'S COMMENTS – Commissioner Kim Geyer

- Commissioner Geyer reported that the water line project is going smoothly and is approximately 85% complete.
- The Commissioners approved the appointments of Jim Harjer and Jason Kratsas to the Airport Authority Board.
- The County's 2022 budget includes funding to the Airport Authority.
 - The County will make quarterly payments totaling \$155,000, to be used as local share of capital projects.
 - When a decision is made to proceed with the Administrative Building renovation, the County will provide additional funding toward that local share.
- The Commissioners are setting up a funding program for water and sewer projects.
 - The Airport Authority will apply for a grant for the sewer line extension.
- Commissioner Geyer, on behalf of all three Commissioners, expressed their appreciation for Ike Kelly and his years of dedication and service to the airport facility.

REVIEW AND APPROVAL OF FINANCIAL REPORTS

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

REVIEW AND APPROVAL OF BILL PAYMENTS

- Bills received from November 12- December 9 totaling \$103,963.62 were presented in the Members' folders.
 - Victor Green made a motion to approve the payments, Chad Weaver seconded, and all were in favor.

GOOD AND WELFARE

- Mike Walsh, on behalf of the Board and the airport, thanked Ike Kelly for all of his work. Mike added that in the contacts the Board Members and consultants have made with PennDOT and other officials, many have commented that this airport is well run and they have held our management in high regard.
- Mike Walsh thanked Chuck and Stacey from their good work.

ATTENDEE COMMENTS - none

ADJOURNMENT

- Andy Allen made a motion, Chad Weaver seconded and all were in favor to adjourn the meeting at 8:02 PM.

Respectfully submitted,

Stacey Daugharthy, Office Manager