

Butler County Airport Authority  
April 14, 2022  
Monthly Board Meeting Minutes

MEMBERS ATTENDING:	Andy Allen, Sec/Treas	Jim Harjer	Jason Kratsas
	Joyce Schnur	Chad Weaver, Vice Chairman	
	by phone: Mike Walsh, Chairperson		
OTHERS ATTENDING:	Stacey Daugharthy	Bob Ferree	Kim Geyer, Commissioner
	Chris Hayden	Stan Pavkovich	Mike Pawk, Solicitor
	Karen Trempus		
	by phone: Heideh Shahmoradi		

The April 2022 meeting was called to order at 7:07 PM by Vice Chairperson Chad Weaver 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 personnel issues. Jason Kratsas made a motion to approve the March meeting minutes, Jim Harjer seconded the motion and all were in favor.

#### **ATTENDEE COMMENTS**

- Stan Pavkovich, AirQuest Aviation, reported that fuel prices are skyrocketing across the country.
- Bob Ferree, High Flight Academy, presented highlights from first five years of business and plans for future growth and expansion.
  - Asked for any suggestions regarding grant or other funding support
- Heideh Shahmoradi, OS Strategies, reviewed the monthly update which the Members received by email.
  - The Board asked Heideh to get clarification in writing regarding the eligible uses of appropriation funding.
  - Submitted a 2023 Appropriation request to Congressman Kelly's office
    - Scheduling a meeting with Congressman Kelly for Tuesday and will do her best to attend
  - Will submit a 2023 Appropriation request to Senator Casey's office
    - Will plan a virtual meeting with his staff

#### **PROJECT STATUS**

- Administration Building Rehabilitation
  - Ashlar Engineering and Architecture sent updated plans which Chad printed and shared with the Board and asked for review and feedback

#### **COMMITTEE REPORTS**

- Project and Lease Committee – Chad Weaver, Chairperson
  - Has contacted S&T Bank to consider a loan to finance hangar construction
- Marketing and Scholarship Committee – Joyce Schnur, Chairperson
  - PVGP will provide the Authority with 12 tickets worth a total of \$4,500, which we may give away or sell – at a price of our choice - to raise scholarship funds.

#### **OLD AND UNFINISHED BUSINESS**

- Airport Manager selection
  - Meeting with Allegheny League next week to discontinue services.
  - Will be using the services of Aviation Search Group to fill this position within 6 weeks.
  - Jim Harjer made a motion to proceed with putting the proposed benefits package in place. Joyce Schnur seconded the motion and all were in favor.
    - Commissioner Geyer will contact Matt Bernini to confirm that
  - Mike Walsh made a motion to continue monthly supplemental payment to Office Manager for assuming extra responsibilities. Andy Allen seconded the motion and all were in favor.

#### **NEW BUSINESS**

- Andy Allen made a motion to hire BB&P Solutions to work with the Board in strategic planning. Joyce Schnur seconded the motion and all were in favor.
- Stacey Daugharthy presented quotes for a directional sign to be installed at the bend of Airport Rd
  - Board directed Stacey to solicit quotes for signs for three locations and present at next month's meeting

- Jim Harjer made a motion to sign a year-long agreement, subject to Solicitor Pawk's review, with Airport Monitoring Systems. Joyce Schnur seconded the motion and all were in favor.

#### **COMMISSIONER'S COMMENTS**

- Commissioner Geyer and Joe Saeler would like to meet with the Project Committee regarding the sewer line extension.
  - Chad Weaver will arrange a meeting date.
- Commissioner Geyer reported that MWAAT is bidding the water extension project.

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

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

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

- Bills received March 11 – April 14, 2022 totaling \$51,908.98. were presented in the Members' folders.
  - Andy Allen made a motion to approve the payments, Jason Kratsas seconded, and all were in favor.

#### **GOOD AND WELFARE**

- The Board thanked Stacey Daugharthy for her extra work during this transition time.
  - Stacey Daugharthy expressed appreciation for Chuck Ritchey's support; making an extra effort to stay in contact with her and help in any way.
- Mike Walsh thanked Chuck Ritchey for excellent work with snow removal throughout the winter.
  - Stacey Daugharthy complimented Chuck Ritchey's ability to stay aware of the weather forecast and plan accordingly, which she became especially aware of when he was off for a week in late March.

#### **ATTENDEE COMMENTS** - none

#### **ADJOURNMENT**

- Andy Allen made a motion, Joyce Schnur seconded and all were in favor to adjourn the meeting at 8:23 PM.

Respectfully submitted,

Stacey Daugharthy, Office Manager