

Butler County Airport Authority  
May 12, 2022  
Monthly Board Meeting Minutes

MEMBERS ATTENDING: Victor C Green                      Jim Harjer                      Jason Kratsas  
   Joyce Schnur                      Mike Walsh, Chairperson                      Chad Weaver, Vice Chairperson  
   by phone: Andy Allen, Sec/Treas

OTHERS ATTENDING: Stacey Daugharthy                      Kim Geyer, Commissioner                      Stan Pavkovich  
   Mike Pawk, Solicitor                      Karen Trempus  
   by phone: Heideh Shahmoradi

The May 2022 meeting was called to order at 7:02 PM by Chairperson Mike Walsh 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 April meeting minutes, Chad Weaver seconded the motion and all were in favor.

**ATTENDEE COMMENTS**

- Stan Pavkovich, AirQuest Aviation, asked if the Board had considered proposed lease amendments.
  - The Lease Committee is reviewing and will schedule a meeting with Stan.
- Heideh Shahmoradi, OS Strategies, reviewed the monthly update which the Members received by email.

**PROJECT STATUS**

- Administration Building Rehabilitation
  - Chad Weaver provided Ashlar some requests for changes to the plans. Will update the Board as able.
- Airport Improvements and Expansion
  - Runway extension will likely be postponed due to lack of approval for Monroe Rd closure

**AIRPORT MANAGER'S REPORT**

- Self-serve fuel has been unavailable all week due to apparent issues with the credit card software.
  - Stacey and Chuck have been in contact with technical support each day attempting various troubleshooting procedures and hardware replacements, but none have been successful yet.
- Required environmental studies have been ordered for the four properties for potential purchase
- Two older hangars will become available later this month and are expected to be leased by individuals on the waiting list as of June 1st.

**COMMITTEE REPORTS**

- Project and Lease Committee – Chad Weaver, Chairperson
  - Nothing in addition to projects and leases already mentioned
- Marketing and Scholarship Committee – Joyce Schnur, Chairperson
  - Committee is considering how best to use the 12 Pittsburgh Vintage Grand Prix tickets we're given.

**OLD AND UNFINISHED BUSINESS**

- Aviation Search Group is working to find potential Airport Manager candidates.
- Andy Allen and Stacey Daugharthy have been in contact with BBP Solutions LLC regarding development of strategic plan
- Stacey Daugharthy received quotes and drawings for the three directional signs from two of the three companies which previously provided for one sign.
  - Will proceed with lowest quote from Sign Pros, ask for a few additional revisions and then order.

**NEW BUSINESS**

- Victor Green made a motion to approve Adler and Sons quote of \$3,000 to remove Rykaczewski tree for which we have an easement. Jim Harjer seconded the motion and all were in favor.

**COMMISSIONER'S COMMENTS**

- Commissioner Geyer and Joe Saeler will meet with the Project Committee regarding sewer line extension.
- Commission Geyer did not have a timeline on the extension of the waterline extension.

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

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

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

- Bills received April 15 – May 12, 2022 totaling \$51,908.98. were presented in the Members' folders.
  - Jason Kratsas made a motion to approve the payments, Chad Weaver seconded, and all were in favor.

#### **GOOD AND WELFARE**

- Mike Walsh thanked the staff for their efforts and the Board for their time.
- Stacey Daugharthy expressed appreciation for Alan Meininghaus' help in the office and for Chuck Ritchey's extra work during this time without an Airport Manager or a second maintenance person.

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

#### **ADJOURNMENT**

- Jim Harjer made a motion, Victor Green seconded and all were in favor to adjourn the meeting at 8:11 PM.

Respectfully submitted,

Stacey Daugharthy, Office Manager