

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

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

OTHERS ATTENDING: Stacey Daugharthy Bob Ferree, High Flight Chuck Lotz, tenant
 Stan Pavkovich, AirQuest Mike Pawk, Solicitor Larry Teal, tenant
 Karen Trempus, Penn Township
by phone: Heideh Shahmoradi, OS Strategies

The July 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 and contract issues. Jim Harjer made a motion to approve the June meeting minutes, Victor Green seconded the motion and all were in favor.

ATTENDEE COMMENTS

- Heideh Shahmoradi, OS Strategies, reviewed the monthly update which the Members received by email.

PROJECT STATUS

- Administration Building Rehabilitation
 - Andy Allen made a motion, contingent on final plan changes, to proceed with the bid process. Jason Kratsas seconded the motion, and all were in favor.
- Airport Improvements and Expansion
 - PennDOT BOA requested that potential airport projects be prioritized for July 26th Planning Session.

AIRPORT MANAGER'S REPORT

- There are no hangar vacancies and there continues to be a waiting list, particularly for newer units.
- Penn Township Volunteer Fire Department Mega Cruise July 16

COMMITTEE REPORTS

- Airport Manager Search Committee
 - Michael Biggs has been offered and accepted the position with a start date of August 15.
 - Press release will be sent to the Butler Eagle, officials, and tenants July 15.
- Project and Lease Committee – Chad Weaver, Chairperson – nothing new to report
- Marketing and Scholarship Committee – Joyce Schnur, Chairperson
 - Pittsburgh Vintage Grand Prix “Passport to Elegance” July 21
 - Allocated tickets were sold to benefit the Scholarship Fund.
 - If tickets are purchased using the link they provided us, they will pay us a portion of the proceeds.

OLD AND UNFINISHED BUSINESS

- Mike Walsh, Chad Weaver, Andy Allen and Stacey Daugharthy continue to work with BBP Solutions LLC in preparing to develop a strategic plan
 - Survey was sent to tenants and as many other users and community stakeholders as possible
 - BBP will be conducting virtual interviews with select individuals the first week in August.
 - BBP is planning a Board and Staff Strategic Planning “Retreat” here on August 19th from 9 am – 4 pm
- Stacey Daugharthy continues to work with SignPro on directional signs for Airport Rd
 - SignPro is seeking permit from Penn Township

NEW BUSINESS

- Jim Harjer made a motion to approve the proposed updates to the Employee handbook. Joyce Schnur seconded the motion and all were in favor.

COMMISSIONER GEYER WAS NOT AVAILABLE TO ATTEND THIS MONTH

REVIEW AND APPROVAL OF FINANCIAL REPORTS

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

REVIEW AND APPROVAL OF BILL PAYMENTS

- Bills received June 10 – July 14, 2022 totaling \$38,600.16. were presented in the Members' folders.
 - Jason Kratsas made a motion to approve the payments, Andy Allen seconded, and all were in favor.

GOOD AND WELFARE

- Mike Walsh thanked Stacey, Chuck and Dale for their work and thanked Chuck and Dale in advance for extra time for Mega Cruise on Saturday.

ATTENDEE COMMENTS

- Bob Ferree asked, in regards to Administration Building Rehabilitation, if roof was replaced recently.
 - It was not, but has been repaired several times.

ADJOURNMENT

- Victor Green made a motion, Jason Kratsas seconded and all were in favor to adjourn the meeting at 7:41 PM.

Respectfully submitted,

Stacey Daugharthy, Office Manager