

Butler County Airport Authority  
June 9, 2022  
Monthly Board Meeting Minutes

MEMBERS ATTENDING: Andy Allen, Secr/Treas                      Victor C Green                      Jim Harjer  
   Jason Kratsas                      Joyce Schnur                      Mike Walsh, Chairperson

OTHERS ATTENDING: Crystal Breck                      Matt Breck                      Stacey Daugharthy  
   Stan H King                      Brian McCall, Maher Duessel CPAs                      Mike Pawk, Solicitor  
   Sara Reed, Maher Duessel, CPAs  
by phone: Heideh Shahmoradi

The June 2022 meeting was called to order at 7:04 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. Jim Harjer made a motion to approve the May meeting minutes, Jason Kratsas seconded the motion and all were in favor.

**ATTENDEE COMMENTS**

- Brian McCall and Sara Reed from Maher Duessel CPAs presented and reviewed the 2021 audit reports and indicated that there were no findings.
  - Victor Green made a motion to approve the reports; Jim Harjer seconded and all were in favor.
- Heideh Shahmoradi, OS Strategies, reviewed the monthly update which the Members received by email.

**PROJECT STATUS**

- Administration Building Rehabilitation
  - Chad Weaver has been working with Ashlar to finalize the plans and prepare for bid process
- Airport Improvements and Expansion – nothing new to report

**AIRPORT MANAGER'S REPORT**

- Stacey Daugharthy showed pictures which Chuck Ritchey took of the land clearing project progress.
  - The contract specifies that it must be mowable or tillable so we expect that it will be before completion
- Virtual Planning Session with PennDOT Bureau of Aviation is scheduled for July 26 from 9 – 10:15 AM
  - Participation is limited, but all Board members are invited to listen and observe
- Two hangars became available this month. One has been rented and there are prospective tenants for the other.
- Dale Sarvey started working with Chuck Ritchey on May 31<sup>st</sup> and we're very glad to have him here.
- Penn Township Volunteer Fire Department Mega Cruise July 16
- Pittsburgh Vintage Grand Prix "Passport to Elegance" July 21
  - Allocated tickets have been sold and will benefit the Scholarship Fund.
    - Stacey will contact the coordinator to see if additional tickets can be allocated or if they'd share a portion of the proceeds with our Scholarship Fund if we push them sales.

**COMMITTEE REPORTS**

- Project and Lease Committee – Chad Weaver, Chairperson was not able to attend this month
- Marketing and Scholarship Committee – Joyce Schnur, Chairperson
  - Continuing to try to sell tickets for the Pittsburgh Vintage Grand Prix event as mentioned above.
  - Butler County Business Matters July edition will include an Airport Question and Answer article

**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 will be sent to tenants and as many other users and community stakeholders as possible
  - BBP is planning a Board and Staff Strategic Planning "Retreat" here on August 19<sup>th</sup> from 9 am – 4 pm
- Stacey Daugharthy continues to work with SignPro on directional signs for Airport Rd

### **NEW BUSINESS**

- Andy Allen attended the Aviation Council meeting in Harrisburg and reported that it was very informative.
  - Pennsylvania Transportation Advisory Committee formed 50 years ago but has never yet done a comprehensive assessment of the aviation system or a strategic action plan for the future
    - Meetings are being scheduled throughout the state to gather information and discuss the needs of the aviation community. The Authority could consider hosting one for the Pittsburgh Region, the location of which is still to be determined

### **COMMISSIONER GEYER WAS NOT AVAILABLE TO ATTEND THIS MONTH**

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

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

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

- Bills received May 12 – June 9, 2022 totaling \$71,934.20. were presented in the Members' folders.
  - Jim Harjer made a motion to approve the payments, Andy Allen seconded, and all were in favor.

### **GOOD AND WELFARE**

- Mike Walsh thanked Stacey and Chuck for working so hard and welcomed Dale to the team.
- 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**

- Stan King, a new homeowner with the area, found the meeting to be very encouraging to attend. As a pilot who flies into BTP often, he is in favor of expansion or enhancement and specifically asked for the addition of a tower or a remote tower. BTP is an attractive airport to his company that just opened a branch office in this area and brings people in and out from Washington weekly.

### **ADJOURNMENT**

- Andy Allen made a motion, Victor Green seconded and all were in favor to adjourn the meeting at 7:55 PM.

Respectfully submitted,

Stacey Daugharthy, Office Manager