

BUTLER COUNTY AIRPORT AUTHORITY
September 14, 2023
BOARD OF DIRECTOR MEETING MINUTES

MEMBERS ATTENDING: Michael Walsh Andrew Allen Victor Green Joyce Schnur
Jim Harjer Jason Kratsas

OTHERS ATTENDING: Kim Geyer, Butler Co. Comm. Mike Pawk, Solicitor
Matt Steele, AirQuest Aviation Bob Ferree, High Flight Academy
Harlan Simons Mary Jo Simons
Michael Interthal Larry Teal
Jim Savage Anita Savage
Dan Gollogly Stan Pavkovich, AirQuest Aviation
Shauna Holt Pearcy, Office Mgr.

CALL TO ORDER:

-The September meeting was called to order at 7:05 p.m. by Chair Michael Walsh. The Pledge of Allegiance was performed.

VERIFICATION OF QUORUM:

-Chair Michael Walsh verified that a quorum was present.

MINUTES FROM THE AUGUST 2023 MEETING:

-Andrew Allen made a motion to approve the August 2023 minutes as presented; Jim Harjer seconded the motion and the motion passed unanimously. Jason Kratsas abstained as he was not present at the meeting.

-Chair Michael Walsh informed the public of an executive session, held prior to this board meeting, where personnel, legal, and litigation issues were discussed.

CORRESPONDENCE:

-No correspondence was discussed.

ATTENDEE COMMENTS:

-Matt Steele, General Manager of AirQuest Aviation, the Field Base Operator at the Pittsburgh-Butler Regional Airport, asked for an update on creating a 200 foot "extension" at the end of the runway from the existing flat area, a safety measure. Jim Harjer indicated that engineering to update the application is required and that the money, currently available for this project, will not be available after 2024 so the Board is pursuing a new consulting engineer.

AIRPORT REPORT:

-Chair Michael Walsh reported that three meetings were held since the August board meeting: the Pennsylvania Department of Transportation Bureau of Aviation annual meeting with the Authority, a meeting with both flight schools where resident concerns were addressed and a meeting with nineteen flight instructors and the Federal Aviation Administration Safety Team. Jim Harjer reported on the specifics of the meeting with the flight instructors, indicating that the Advisory Circular, safety, and normal flight path were emphasized. Instructors were directed to teach and use proper communications, altitudes, level descent, and the Precision Approach Path Indicator [light] Systems, as well as utilizing other airports for practice maneuvers.

PROJECT AND LEASE COMMITTEE:

-Chair Michael Walsh reported that the Administration Building rehabilitation project is complete and the last payment made to the contractor.

-The electric contract from two years ago was renewed.

- The new office in the Administration Building was rented to Alpha Three Aviation.
- Jim Harjer reported on the status of a possible Airport Traffic Control Tower. A temporary control tower is too expensive and there is no Federal Aviation Administration (FAA) money for this. Dr. Byers is still working on the cost-benefit analysis and the application which is planned to be done by the end of the month. After FAA approval it will still take a few years to build it.
- Under the land lease terms, the FAA informed the authority that it needs a consulting engineer for the northwest ramp project.

MARKETING AND SCHOLARSHIP COMMITTEE:

- Joyce Schnur reported that in December, letters will be sent out and the scholarships to be awarded will not be less than last year.

OLD BUSINESS:

[See the Project and Lease Committee report for Jim Harjer's discussion on noise abatement.]

NEW BUSINESS:

- Jim Harjer made a motion to approve Resolution 2023-05 granting Shauna an inquiry-only role for Authority Mars Bank accounts, Victor Green seconded, and the motion was passed unanimously.
- Justin Kratsas made a motion to appoint Shauna as the Agency Open Records Officer, Joyce Schnur seconded, and the motion was passed unanimously.
- The annual Pennsylvania Aviation Conference is being held in Bethlehem, PA October 9 – 11. Michael Walsh will attend; Andrew Allen and Jim Harjer may attend. The Authority will pay for the registration of board members who attend.
- The Authority will present its 2024 Budget and application for county funding at an October 24, 2023 meeting with the County Commissioners.

COMMISSIONERS' REPORT

- Commissioner Kim Geyer's report was emailed to the Board. She has made the Commissioners aware of the Authority's expenses. The final bill for the water line installation will be discussed at the October meeting. Michael Walsh spoke about how supportive the county has been of the airport.

REVIEW AND APPROVAL OF AUGUST EXPENDITURES:

- Justin Kratsas made a motion to approve the expenditures, Victor seconded the motion, and the motion passed unanimously.

GOOD AND WELFARE:

- Shauna was welcomed and Authority employees Chuck and Dale recognized for their help with all aspects of airport operations in the absence of other staff this summer. Chuck and Dale were given a small bonus.

PUBLIC COMMENTS:

- Matt Steele asked about public use of the new deck above the restaurant. Serventi's was given exclusive use of the deck for its first year but its lease will be renegotiated at the end of this year. Places for public observation, including underneath the deck and a knoll to the east outside of the fence line, were discussed as well as possible uses of the deck next year.
- Kim Geyer thanked the board for all the extra work and time they have put in over the past four months to keep things going without a Manager.

A motion to adjourn was made by Jim Harjer, seconded by Andrew Allen, and passed unanimously.