

Butler County Airport Authority Board of Directors Meeting Minutes

October 12, 2023

Members Attending: Michael Walsh Andrew Allen Victor Green
 Joyce Schnur Jim Harjer Jason Kratsas

The regular business meeting was called to order at 7:00 p.m. by Chair Michael Walsh and the Pledge of Allegiance was recited. The Chair informed the public of an executive meeting held at 6:00 p.m. to discuss personnel and leasing issues.

A motion to approve the September 14, 2023 meeting minutes as presented was made by Jason, seconded by Jim, and passed unanimously.

Correspondence, a letter from the Butler County Children & Youth Agency regarding donating to or participating in their Christmas Program and an email regarding Butler County Tourism Bureau's 2024 Official Visitors Guide, were briefly mentioned but no action taken.

Attendee and Public Comments:

1. John Williams, President of a Condo Hangar Association, informed the board he was interested in the 2024 turnover of the condo hangars to the Authority. A conversation between the Board's Lease Committee-Jason, Andrew, and Chad-and condo hangar owners will begin.
2. David Lytle, representing Chuck Lotz, informed the board he was also interested in the turnover of the condo hangars to the Authority.
3. Scott Kerr informed the board that the Vintage Grand Prix wants to hold their event at the Pittsburgh-Butler Regional Airport again in 2024. The Chair informed him that no decision has been made yet.

Michael introduced Stephanie Saracco, Interim Airport Manager, who will be working part-time and mainly remotely.

Committee Reports:

1. Andrew reported that the Project and Lease Committee will be working on the restaurant lease as well as the condo hangar reversion.
2. Joyce reported that the Marketing and Scholarship Committee will be looking at advertising in the tourism guide and the scholarship process will move forward later this year.

Old and Unfinished Business:

1. Jim reported on the noise abatement measures being taken and occasional neighbor concerns raised. Jim continues to respond as needed.

New Business:

1. A motion to ratify hiring Stephanie Saracco as Interim Airport Manager was made by Jim, seconded by Jason, and passed unanimously.

2. A motion to approve the proposed 2024 budget was made by Victor, seconded by Jim and passed unanimously.
3. A motion to form a committee-Stephanie, Jason, and Chad Weaver-to review the applications for an aviation consulting firm, to create a short list of qualified applicants, to interview short-listed applicants, and to make a recommendation to the board was made by Jim, seconded by Victor, and passed unanimously.
4. A motion to form a Finance Committee-Andrew, Jason, and Michael-was made by Victor, seconded by Joyce, and passed unanimously.
5. Michael reported on his attendance at the Pennsylvania Aviation Conference and suggested that next year the Board invite some people to visit the airport.
6. A motion to approve the September 2023 “Bill Payment List” report was made by Jim, seconded by Jason, and passed unanimously.

The County Commissioners’ Report from Kim Geyer looked forward to the Commissioners’ annual budget meeting with board representatives on October 24 at 1:00 p.m.

Absent additional public or attendee comments, a motion to adjourn the meeting was made by Victor, seconded by Joyce, and passed unanimously.