

Butler County Airport Authority
February 13, 2020
Monthly Board Meeting Minutes

MEMBERS ATTENDING:	Andrew Allen, Secr/Treasurer Tim Shields, Chairman	Victor Green Mike Walsh, Vice Chairman	Matt Schrauder James Opalka, by phone
OTHERS ATTENDING:	Mike Bechtold Stacey Daugharthy Jeff Howard Stan Pavkovich	Rebecca Black, Solicitor Kim Geyer, Commissioner Max Kasowski & grandparents Zach Schwab & parents	Alyson Collins & family Chris Hayden Ike Kelly, Airport Manager

The February 2020 meeting was called to order at 7:05 PM by Chairman Tim Shields and began with the Pledge of Allegiance. It was noted that there was a quorum and that an Executive Session had been held before the meeting. Matt Schrauder made a motion to approve the minutes from the January 9th meeting. Andy Allen seconded the motion and all were in favor. Vic Green made a motion to approve the minutes from the special meeting on January 29th. Andy Allen seconded the motion and all were in favor.

ATTENDEE COMMENTS - none

DELTA DEVELOPMENT UPDATE – Rick Rossi via phone

- The attached Monthly Status Report was included in each Member's folder
 - Harrisburg meetings are scheduled March 16th - Ike Kelly, Tim Shields and Commissioner Geyer will attend

SCHOLARSHIP RECIPIENT INTRODUCTIONS

- Tim Shields welcomed the three scholarship recipients and their families who were able to attend. He introduced each of the recipients and presented them with a certificate and a gift bag.
 - Alyson Collins and Zachery Schwab each received a \$2,500 Future of Flight Scholarship
 - Maximus Kasowski was chosen as the first recipient of the David C Howard Passion for Flying Award, in the amount of \$5,000.

AIRPORT MANAGER'S REPORT - No accidents or incidents to report

COMMITTEE REPORTS

- Lease Committee, Mike Walsh, Chairman
 - AirQuest sublease with Prime Turbine is currently with VSE Aviation Inc, d/b/a Prime Turbines LLC, who is in a Purchase Agreement with PTB Group, so new sublease was presented.
 - Andy Allen made a motion to approve, Vic Green seconded and all were in favor.
 - Allegheny Health Network lease will expire on February 28, 2020
 - They intend to renew but are experiencing some administrative delays.
 - Requested a month to month extension of the current lease which expires on February 28, 2020, for a period not to exceed six months, until the renewal is executed.
 - Mike Walsh made a motion to approve, Matt Schrauder seconded and all were in favor.
- Project Committee, Matt Schrauder, Chairman
 - Proposed Runway Extension
 - Consultant Selection
 - On January 15 teams from McFarland Johnson and Delta Airport Consultants made presentations and answered questions for the Committee
 - The Committee recommended that the Board approve the selection of Delta Airport Consultants. Vic Green made the motion, Mike Walsh seconded and all were in favor.
 - Benefit Cost Analysis – nothing new to report since last meeting
 - Environmental Assessment – nothing new to report since last meeting
 - Crack Seal and Remarketing
 - Ike spoke with PennDOT representatives regarding the possibility of including repairs to the cement and pavement in front of AirQuest.
 - Southside Taxiway Rehab and T-hangar Access Rd
 - Preconstruction meeting was held on February 11th with Jake Wieland from CEC, Mike Kolesar and David Parker from PennDOT BOA, Vic, Tim, Ike and Stacey
 - Revised plans and cost estimates should be received next week

- Rehab Administration Building
 - Attempt to alleviate leakage in east walls was not successful.
 - Plans will be revised to include removing the dirt mound and moving observation area
 - Corporate Hangar Multimodal Grant – nothing new to report since last meeting
 - Property Acquisition
 - Closing on purchase of Brown home on February 24, 2020
 - Ordered a review appraisal for Wilbert property
 - Market Survey for Corporate Airpark Feasibility
 - Ike will contact consultant
 - Scholarship Committee, Jim Opalka, Chairman
 - The committee will meet to discuss planning a fundraiser poker run and STOL competition
 - Marketing Committee, Andy Allen, Chairman
 - Video was shown on Armstrong Cable during the first week in February and is available On Demand
 - Mike Lysakowski will provide a link for the full-length video

OLD AND UNFINISHED BUSINESS

- Ike Kelly reminded the Members of the Municipal Authority Board Training on March 25th. Mike Walsh is going to a different location on March 11th.

NEW BUSINESS

- Certificate of Deposit at Mars Bank maturing 2/28/2020
 - Mike Walsh made a motion to renew the certificate. Mars Bank provided paperwork for an 11-month CD with an interest rate of 1.7%. Matt Schrauder seconded the motion and all were in favor.
- Floor Mat Contract approval
 - Vic Green made a motion to approve a one-year contract with UniFirst to supply mat service for the administration building for \$35 every other week. Andy Allen seconded the motion and all were in favor.
- Other Contact with Government Officials
 - Ike contacted the FAA to report that a few pilots have noticed a deviation in the ILS. The FAA did a check from Dubois which showed no issues and someone will come Tuesday to perform a ground check.

COMMISSIONER'S COMMENTS

- Commissioner Geyer reported that the Butler Growth Collaborative will meet at the Regional Learning Alliance in Cranberry Township on Tuesday, February 18 at 7:30 am. The Chamber's video of the airport will be shown.
- Commissioner Geyer has several trips to Harrisburg coming up, in addition to the Airport meetings on March 16.
- The Commissioner inquired about having one of our Board Members serve on the State Board of Aviation.

REVIEW AND APPROVAL OF FINANCIAL REPORTS

- The Members received January financial reports by email.
- Andy Allen made a motion to approve the financial reports, Mike Walsh seconded and all were in favor.

REVIEW AND APPROVAL OF BILL PAYMENTS

- Bills from January 10 – February 13, 2020 totaling \$42,511.19, were presented in the attached list.
- Vic Green made a motion to approve the payments, Matt Schrauder seconded and all were in favor.

GOOD AND WELFARE

- Tim Shields thanked the Members for the time, especially with Committee work
- Tim Shields thanked the Commissioner for all she is doing for us and Ike, Stacey and Chuck for great work.
- Vic Green congratulated Solicitor Rebecca Black who became a partner with Lutz, Pawk and Black as of January 1st.

ATTENDEE COMMENTS - none

ADJOURNMENT

- Andy Allen made a motion, Vic Green seconded and all were in favor to adjourn the meeting at 7:52 pm

Respectfully submitted,

Stacey Daugharthy, Office Manager