

Butler County Airport Authority
March 12, 2020
Monthly Board Meeting Minutes

MEMBERS ATTENDING: Andrew Allen, Sec/Treasurer Victor Green Matt Schrauder
Mike Walsh, Vice Chairman Chad Weaver James Opalka, by phone
Tim Shields, by phone

OTHERS ATTENDING: Mike Bechtold Stacey Daugharthy Ike Kelly, Airport Manager
Stan Pavkovich Michael Pawk, Solicitor

The March 2020 meeting was called to order at 7:00 PM by Vice Chairman Mike Walsh and began with the Pledge of Allegiance. It was noted that there was a quorum and that no Executive Sessions had been held since the last meeting. Vic Green made a motion to approve the minutes from the February meeting, Andy Allen seconded and all were in favor.

ATTENDEE COMMENTS - none

DELTA DEVELOPMENT UPDATE – Darren Asper via phone

- The attached Monthly Status Report was included in each Member’s folder
 - Harrisburg meetings scheduled for Monday, March 16 were postponed due to current restrictions
 - Delta will keep us up to date on any changes in the application review processes
 - Will hopefully reschedule face to face meetings for late May

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

COMMITTEE REPORTS

- Lease Committee, Mike Walsh, Chairman
 - Allegheny Health Network is on a month to month extension while their renewal is being negotiated.
- Project Committee, Matt Schrauder, Chairman
 - Committee met on March 4, focusing mainly on the proposed Administration Building rehab and other current project updates. Next meeting is scheduled for April 1 at 7 pm.
 - Proposed Runway Extension
 - Consultant Selection – nothing new to report since last meeting
 - Benefit Cost Analysis – nothing new to report since last meeting
 - Environmental Assessment – nothing new to report since last meeting
 - Crack Seal and Remarketing
 - Preconstruction meeting will be held in early April
 - Project expected to take place in mid-May
 - Ike will contact AirQuest and High Flight Academy to provide a plan for runway closure
 - Southside Taxiway Rehab and T-hangar Access Rd
 - Second preconstruction meeting was held on March 4th with Jake Wieland, CEC; Alan Ebling, MEC; Mike Kolesar and David Parker, PennDOT BOA; Vic, Tim and Ike
 - Rehab Administration Building
 - Considering options for access to the building and a proposed observation deck.
 - Corporate Hangar Multimodal Grant – nothing new to report since last meeting
 - Property Acquisition
 - Closed on Brown residence and will be advertising for demolition bids
 - Market Survey for Corporate Airpark Feasibility
 - McFarland Johnson will present to the Marketing Committee March 18
 - Ike hopes to receive a draft for the Committee to review ahead of time
- Scholarship Committee, Jim Opalka, Chairman
 - Will arrange for Jim Cunningham, former fundraiser for AOPA, to talk to the Board about fundraising
- Marketing Committee, Andy Allen, Chairman
 - Committee will plan upcoming marketing strategies upon review of Market Survey results

OLD AND UNFINISHED BUSINESS

- As of today, Pennsylvania Municipal Authorities Act Board Member Training is still being held on March 25th
 - Mike Walsh attended at Harrisburg location on March 11 and said it was quite informative

NEW BUSINESS

- Matt Schrauder made a motion to raise the limit on the company credit cards to a total of \$5,000. Vic Green seconded the motion and all were in favor.
- Ike Kelly reported that a group of Boy Scouts is having a Camporee here on April 17 – 19.
 - They are planning an aviation theme and are working with AirQuest, High Flight Academy and Life Flight who have agreed to provide some demonstrations and information.

COMMISSIONER'S COMMENTS

- Commissioner Geyer was unable to attend but provided Mike Walsh with a summary of her various meetings and contacts, which he shared with the Board Members

REVIEW AND APPROVAL OF FINANCIAL REPORTS

- The Members received February financial reports by email.
- Chad Weaver made a motion to approve the financial reports, Matt Schrauder seconded and all were in favor.

REVIEW AND APPROVAL OF BILL PAYMENTS

- Bills from February 14 – March 12, 2020 totaling \$229,179.71, were presented in the attached list.
- Vic Green made a motion to approve the payments, Andy Allen seconded and all were in favor.

GOOD AND WELFARE

- Ike Kelly thanked the staff, especially Frank Ekas who filled in while Chuck was off and Greg Langston who helped with plowing.
- Ike Kelly thanked the Board Members for their great efforts and for pitching in whenever they're needed.

ATTENDEE COMMENTS - none

ADJOURNMENT

- Andy Allen made a motion, Matt Schrauder seconded and all were in favor to adjourn the meeting at 7:25 pm

Respectfully submitted,

Stacey Daugharthy, Office Manager