

Butler County Airport Authority
February 11, 2021
Monthly Board Meeting Minutes

MEMBERS ATTENDING: Andy Allen, Secy/Treasurer Victor C Green Matt Schrauder
 Tim Shields, Chairman Chad Weaver Ron Witt
 BY PHONE: Mike Walsh, Vice Chairman

OTHERS ATTENDING: Stacey Daugharthy Tim DePaolis Kim Geyer, Commissioner
 Ike Kelly, Airport Manager Stan Pavkovich, AirQuest
 BY PHONE: Darren Asper, Delta Dev Heideh Shahmoradi, OS Strategies

The February 2021 meeting was called to order at 7:00 PM by Chairman Tim Shields 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. Chad Weaver made a motion to approve the January meeting minutes, Victor Green seconded and all were in favor.

ATTENDEE COMMENTS – none

INTRODUCTION OF SCHOLARSHIP RECIPIENT

- Tim Shields introduced Tim DePaolis and recognized him as one of this year’s Future of Flight Scholarship recipients. Tim was presented with a certificate and some airport memorabilia. A photo was taken with members of the selection committee. Congratulations, Tim!

DELTA DEVELOPMENT UPDATE – Darren Asper

- Darren reviewed the Monthly Status Report which was provided to each Member.

OS STRATEGIES – Heideh Shahmoradi

- Heideh reviewed the Monthly Update which was provided to each Member.

AIRPORT MANAGER’S REPORT – Ike Kelly

- Ike reported that the Bureau of Aviation’s annual 5010 inspection includes obstruction evaluation and recommended tree removal each year, but there have not been grant funds available for such work in the past few years.
 - Ike presented to the Board three proposals for timber cutting and land clearing.
 - Victor Green made a motion to enter into agreement with Romeo Forestry LLC and Richardson Tree Service, providing Ike confirms the scope of work. Mike Walsh seconded the motion, and all were in favor.
- Aviation Board Training will take place in April or May. Ike asked the Project Manager to contact Tim Shields who will coordinate with the Board Members to set a date.

COMMITTEE REPORTS

- Lease Committee, Mike Walsh, Chairman – nothing new to report
- Project Committee, Matt Schrauder, Chairman
 - The Committee is scheduled to meet on Wednesday, March 3rd
 - At 7 pm, the Municipal Water Authority of Adams Township will give an update on the water line project; all are invited to attend.
 - The Committee meeting will follow this open session.
 - Proposed Runway Extension
 - Benefit Cost Analysis
 - Heideh Shahmoradi reported during her update that she continues to make contacts with the FAA regarding progress
 - The FAA indicated that a phased approach may help move the project along
 - Tim Shields asked that Adam Switzer be asked to attend the March meeting to provide more details on the progress of possible revisions
 - Rehab Administration Building
 - Ike will contact Joe Saeler to request final plans and cost estimates
 - Rehab Southside Taxiway and Construct T-hangar Access Rd – nothing new to report

- Intersection Project
 - Darren Asper reported during his update that they have made and will continue to make contacts with Commonwealth officials regarding this grant application
- Scholarship Committee – Chad Weaver, Chairman
 - The committee will begin work on possible fundraisers for this year
- Marketing Committee, Andy Allen, Chairman – nothing new to report
- Committee Assignments
 - Tim Shields distributed a listing of combined Committees and members. This new format will be evaluated at the end of the year. Victor Green made a motion to approve the committee assignments as stated. Andy Allen seconded the motion, and all were in favor.

OLD AND UNFINISHED BUSINESS- none

NEW BUSINESS

- Account information at Mars Bank
 - Matt Schrauder made a motion to remove James Opalka and to add Ronald Witt to all documents for all accounts held at Mars Bank. All other individuals and their titles remain as previously stated for all accounts. Victor Green seconded the motion, and all were in favor.
- The Board discussed the request Penn Township received regarding changing the name of Airport Rd. Commissioner Geyer stated the confusion such a change could create because the name provides direction to airport visitors. The Board agreed that it is not advisable.
- Andy Allen suggested that the proposed observation area could include a historical timeline to memorialize the many individuals who have contributed to the development of the airport. The Board agreed.

COMMISSIONER’S COMMENTS - none

REVIEW AND APPROVAL OF FINANCIAL REPORTS

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

REVIEW AND APPROVAL OF BILL PAYMENTS

- Bills received from January 15 – February 11 totaling \$47,316.77, were presented in the Members’ folders and Mike Walsh received by email.
- Victor Green made a motion to approve the payments, Ron Witt seconded, and all were in favor.

GOOD AND WELFARE

- Tim Shields reported that the Board ordered dinners from Serventi’s on the Runway during their two strategic planning sessions and the food was great. Tell your friends and relatives that it was wonderful.
- Stacey Daugharthy shared a thank you which was received from the Penn Township Fire Department fund drive.
- Ike Kelly thanked the snow plowing crew for their excellent work and minimal interruptions to operations.

ATTENDEE COMMENTS

- Stan Pavkovich commented that they have had good communication with Chuck regarding runway maintenance needs and have been well cared for.

ADJOURNMENT

- Matt Schrauder made a motion, Andy Allen seconded and all were in favor to adjourn the meeting at 8:41 PM.

Respectfully submitted,

Stacey Daugharthy, Office Manager