

Butler County Airport Authority Board of Directors Meeting
MINUTES
May 7, 2026

Members attending: Mark Bicker, Justin Castello, and Chad Weaver attended by virtual Microsoft Teams meeting and Joyce Schnur and Mike Walsh were in person in the Administration Building conference room.

The Special Meeting was called to order at 6:00 p.m. by Chair Joyce Schnur after a quorum was verified.

Public Comment: NONE

New Business:

- I. A motion to retain the money market funds with NexTier Bank but move [\$750,000.00 to] three \$250,000.00 certificates at nine-month terms with a rate of 3.75% was made by Chad, seconded by Mike and passed unanimously.

A motion to adjourn was made by Chad, seconded by Mike and passed unanimously.

Butler County Airport Authority Board of Directors Meeting
MINUTES
May 14, 2026

Directors attending: Mark Bicker, Justin Castello, Jim Harjer, Joyce Schnur, Mike Walsh, Chad Weaver

The regular business meeting was called to order at 5:00 p.m. by Chair Joyce Schnur and the Pledge of Allegiance was recited. A motion to approve the minutes of the April 9, 2026 regular business meeting and the May 7, 2026 special meeting was made by Justin, seconded by Mike and passed unanimously.

Airport Manager Report: Stephanie Saracco, Airport Manager, reported 8434 operations in April and an increase year over year. She also reported that Bauer Excavating, Inc. finished the paving for the Sewer Line Extension Project, the entire Sewer Line Extension Project is almost done, and the pre-construction meeting for the Demolition Project was held. Stephanie also reported briefly on federal legislation, the Federal Aviation Administration's (FAA) new compliance manual, the lack of approval for the authority's Joint Automated Capital Improvement Program proposals, FAA funding possibilities, and upcoming happenings at the airport.

Engineer Report: Nicholas Barber, McFarland Johnson, reported that the Bureau of Aviation approved the Maintenance Building Project plans and they are ready to be put out for bids. The topic of the federal contract tower meeting held earlier in the day arose. Jim then reported on the FAA Virtual Immersive Siting Tower Assessment Team (VISTA) validation meeting. With minor corrections, the virtual reality model is ready to go for siting meetings in early June which will examine all four sites proposed to the FAA.

Committee Reports:

- A. The Business Operations Committee had nothing to report.
- B. The Scholarship Committee has received notes of gratitude from recipients.
- C. Mike and Justin, of the Finance Committee, reported that the three new NextTier Bank Certificates of Deposit [approved at the May 7, 2026 special meeting] were in process. Some bad debts are being written off and the audit will be presented to the board in June.

Public Comment:

- A. Harlan Simons, a BCAA tenant, commented on the board's discussion of movement areas, taxiways, and runways as they relate to readying the virtual reality model and the new pavement markings on the airfield.
- B. Victor Green, a former BCAA Director and Federal Contract Tower Committee member, praised the airport manager and staff.

Old and Unfinished Business:

- A. A motion to approve the new Key Financial Procedures Policy was made by Justin, seconded by Jim and passed unanimously.

New Business:

- A. A motion to approve Maintenance Building bidding was made by Jim, seconded by Mike and passed unanimously.

- B. A motion to approve the Sewer Line Extension Bill of Sale and Grant of Easement was made by Jim, seconded by Chad and passed unanimously.
- C. A motion to approve participation in NexTier's ACH [Automated Clearing House] Positive Pay at no charge was made by Justin, seconded by Jim and passed unanimously.

Commissioner's Report: Kim Geyer, Butler County Commissioner, reported that Senators Fetterman and McCormick are continuing their support for BCAA's Congressionally Directed Funding applications [for work towards the contract control tower]. She will continue personal contact and advocacy with the senators.

A motion to approve March 2026 financial reports was made by Jim, seconded by Mike and passed unanimously.

Good and Welfare: Joyce thanked the manager and staff, including for their community outreach. She asked board members to continue to think about the airport's upcoming one hundred-year anniversary.

A motion to adjourn made by Jim, seconded by Mark and passed unanimously.