

**Butler County Airport Authority Board of Directors Meeting**  
**MINUTES**  
January 8, 2026

Members 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 December 11, 2025 minutes was made by Jim, seconded by Justin and passed unanimously.

Airport Manager Report: Stephanie Saracco, Airport Manager, reported that flight operations in 2025 broke a record, more than ninety thousand. The open house for the draft Master Plan is January 22, 2026. The Federal Aviation Administration (FAA) is moving forward with the control tower siting. Four meetings have been scheduled between February and June with the FAA VISTA Team. The Demolition Project has been bid out and bids will be opened on February 2. Asbestos removal will take place prior to demolition which is anticipated this spring. The thirty-day sewer line extension project testing was successful. The Automated Weather Observing Systems (AWOS) is still out. Stephanie and Chuck have contacted the FAA numerous times. The FAA is waiting on the part(s).

Engineer Report: Nicholas Barber, with McFarland Johnson, in brief form, reported similarly to the Airport Manager's report and then noted that he had the draft maintenance building plans that he could show to the board after the meeting. Joyce agreed.

Committee Reports:

1. The Business Operations Committee had nothing to report.
2. The Scholarship Committee received thirteen applications and Joyce directed the Office Manager to send them to Mark.
3. The Finance Committee is meeting this month and preparations for the audit have begun.

Public Comment:

1. Chuck and Luke Bauer, with Bauer Excavating, the contractor for the authority's Sewer Line Extension Project, participated in a discussion with the board, the authority solicitor, Mike Pawk, and Nicholas Barber about problems they ran into, payment for the project, and work yet to be completed. Everyone agreed that they need to be paid for work done.
2. Mike Kurzawski, General Manager, AirQuest Aviation, participated in a discussion about the AWOS outage.

New Business:

1. A motion to approve Penn Township Volunteer Fire Departments' request to hold an event, Tool Bash, on May 2, 2026 at the airport was made by Jim, seconded by Mark and passed unanimously.

Commissioner Report: Kim Geyer, Butler County Commissioner, reported on a recent meeting with Senator John Fetterman's staff. She updated his staff on the authority's control tower project and discussed congressional discretionary funding with them. Kim encouraged the authority to put together some projects that could be considered for such funding. Kim asked for an executive session immediately after the meeting to discuss contracts.

A motion to approve the November 2025 financial reports was made by Mike, seconded by Mark and passed unanimously.

Good and Welfare: Joyce noted this was Mark's first meeting as an official board member and thanked him for his willingness to serve. She also expressed thanks to Jim Harjer and Victor Green for their service working on the control tower project.

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