

Butler County Airport Authority Board of Directors Meeting
MINUTES
July 9, 2026

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

The regular business meeting was brought to order by Chair Joyce Schnur at 5:00 p.m. and the Pledge of Allegiance was recited. A motion to approve the minutes of the June 11, 2026 regular business meeting was made by Mike, seconded by Justin and passed unanimously.

Airport Manager Report: Stephanie Saracco, Airport Manager, reported 10,767 flight operations in June and that the Experimental Aircraft Association's Young Eagle event went well last month. Mike and Stephanie attended the Penn Township Zoning Ordinance Update Steering Committee meeting. At the meeting, a new zoning district for the airport was discussed. The airport authority board of directors and Attorney Rebecca Black (attending for Mike Pawk, the airport authority solicitor) then discussed the advantages and disadvantages of a new zoning district as opposed to expanding the uses of the current zoning overlay district. Stephanie then gave updates on various projects: the Sewer Line Extension project is done except for follow up testing in eighteen months; the Demolition project [of three single family dwellings in the Runway Protection Zone] will finish tomorrow with seeding next Tuesday; the Multimodal Transportation Fund Grant for the Maintenance Building has been applied for; the Federal Contract Tower program Final Report on the tower siting is being worked on by Dr. David Byers; the reroofing of hangars C3 and S3 starts next week; and the Master Plan Advisory Committee's last meeting is in August. The Bureau of Aviation plans to hold Joint Automated Capital Improvement Program (JACIP) meetings with airports in August and September.

Engineer Report: NONE

Committee Reports:

- A. The Business Operations Committee had nothing to report.
- B. The Scholarship Committee had nothing to report.
- C. The Finance Committee had nothing to report.
- D. The Federal Contract Tower Committee consented to the Airport Manager's reporting on the matter.

Public Comment: NONE

Old and Unfinished Business: NONE

New Business:

- A. A motion to table, until the next meeting, the \$202,014.00 MEC Work Order for construction administration on the Maintenance Building project was made by Chad, seconded by Mike and passed unanimously. The Airport Manager is to get further information from MEC on the pricing and charges.
- B. A motion to authorize the Airport Manager to accept the Multimodal Transportation Fund grant for the Maintenance Building was made by Chad, seconded by Justin and passed unanimously.
- C. A discussion on succession planning for key employees was led by the Airport Manager. She asked the board to think about what is needed as she continues to work on job descriptions and planning for the future.
- D. The Airport Manager led a discussion on future projects, especially those beyond the short, four-year timeline of the Bureau of Aviation's Joint Automated Capital Improvement Program (JACIP). The board suggested a work session to plan the next twenty years, match possible grants with airport needs, and prioritize airport needs, all of which can be done with assistance from the draft Master Plan.

Commissioners Report: Kim Geyer, Butler County Commissioner, informed the board that she and the Airport Manager are attending the American Association of Airport Executives Contract Tower Association conference in Washington, D.C. next week and have scheduled, in person meetings with Senators Federman and McCormick, and Representative Kelly, or their staffs.

A motion to approve the May 2026 financial reports was made by Mike, seconded by Chad and passed unanimously.

Good and Welfare: Joyce agreed with Stephanie's earlier comments that the Pittsburgh-Butler Regional Airport looks excellent and is well taken care of compared to other nearby facilities. Joyce thanked the employees.

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