

Butler County Airport Authority Board of Directors Meeting
MINUTES
June 11, 2026

Directors attending: Andrew Allen, Mark Bicker, Jim Harjer, Michael Walsh, and Joyce Schnur virtually

The regular business meeting convened at 5:00 p.m. and the Pledge of Allegiance was recited after a quorum was confirmed. Andrew Allen, Secretary/Treasurer chaired the meeting. A motion to approve the minutes of the May 14, 2026 regular business meeting was made by Jim, seconded by Mike and passed unanimously.

Airport Manager Report: Stephanie Saracco, Airport Manager, reported that flight operations are increasing. She will attend Penn Township's Zoning Ordinance Update Steering Committee meeting next week at the invitation of the township's new Land Use Administrator. The Master Plan is moving forward and Delta Airport Consultants, Inc. is adding the Air Traffic Control Tower site to the draft Airport Layout Plan according to instructions from the Bureau of Aviation and the Airport District Office. The asbestos work is done for the Demolition Project and actual demolition work will start next Tuesday. Stephanie has received comments on the draft Rules and Regulations and the in-house review by employees and the solicitor is the next step. The Federal Contract Tower Project is also progressing after the successful siting work with the Federal Aviation Administration (FAA) Virtual Immersive Siting Tower Assessment Team (VISTA) work last week.

Engineer Report: Cody Wood, with McFarland Johnson, reported on the firm's work with the VISTA Team and with Management Engineering Corporation for the Demolition Project preconstruction meetings. McFarland Johnson also conducted the bid opening for the Maintenance Building Project and provided the certified Bid Tabulation.

Committee Reports:

- A. The Business Operations Committee had nothing to report.
- B. The Scholarship Committee had nothing to report.
- C. The Finance Committee reported that the Certificates of Deposit were procured.
- D. The Federal Contract Tower Committee, including Dr. David Byers who attended virtually, reported on the successful VISTA Team meetings the week prior resulting in a preferred site south of the runway and south of the stand-alone S8 hangar which also happens to be the site needing the lowest height tower of the four possible sites. Dr. Byers reported that the Air Traffic Manager from Pittsburgh International Airport, the FAA's chosen Air Traffic Manager for the exercises, was very markedly in favor of this site, saying it offered the most expansive, north-facing view of both ends of the runway and, notably, the areas to the north of the runway that, while officially non-movement areas, host helicopter operations, jet traffic, and initial flight school movement. Dr. Byers discussed the committee's next steps, such as surveying the site, doing environmental work, finishing the final report and getting it approved. Design can move forward right away and could possibly include a little base building for public restrooms since utilities will be brought completely onto the south side of the airfield for the tower. At various points throughout the meeting, funding for the tower project was discussed and considered.

Public Comment:

- A. Joan and Sam Tosto and Mary Anne Mendel participated in a discussion about aircraft noise and their hope that the airport authority or the flight schools can consider their quality of life by finding ways to mitigate the noise.

Old and Unfinished Business:

- A. A motion to approve the Airport Road easement for Saxonburg Area Authority was made by Jim, seconded by Mike and passed unanimously.

New Business:

- A. After its presentation by Sara Reed, with Maher Duessel, a motion to approve the 2025 audit report was made by Jim, seconded by Mark and passed unanimously.
- B. With Andy Allen abstaining, a motion to approve the Alpha Three Aviation lease addendum was made by Jim, seconded by Mark and passed unanimously.
- C. After discussion, a motion to accept the lowest bidders for the Base and Alternate No. 1 bids for all four contracts for the Maintenance Building Construction Project was made by Jim, seconded by Mark and passed unanimously.
- D. A motion to approve the Allegheny Commercial Roofing LLC quotes for C3 and S3 roof work was made by Jim, seconded by Mark and passed unanimously.
- E. A motion to approve the site selected by the Federal Contract Tower Committee as the preferred site was made by Mike, seconded by Mark and passed unanimously.

Commissioner Report: Kim Geyer, Butler County Commissioner, reported on her visit to the airport for the Pulse Point app announcement. She has been going to Harrisburg and Washington, D.C. to get money for the three miles for State Route 228 and has taken the opportunity, whilst with transportation officials, to advocate for funding for the control tower and officials are wanting to hear about the airport. She and the Airport Manager have accepted Senator McCormick's invitation to meet prior to the Contract Tower Association conference in July. The lack of a federal budget has led Kim to work on getting language into legislation that would fund needed projects.

A motion to approve the April 2026 financial reports was made by Jim, seconded by Mark and passed unanimously.

Good and Welfare: Andy thanked everyone who worked on the audit. Jim thanked everyone that helped to get to the virtual model for the VISTA Team.

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