

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
April 12, 2016**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, April 12, 2016, at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

Authority Vice Chairman Janice Smarto led the Pledge of Allegiance, called the meeting to order and directed that the following members be recorded as present:

Janice Smarto - Vice Chairman
Samuel Scanlon - Secretary
Paul Puleo - Treasurer
Mark Gera
Edward Kilkeary Sr.
P. Richard Ridilla

Also present were: Gabriel E. Monzo, Sr., Executive Director; Attorney Daniel Hewitt of McDonald Snyder P.C., authority solicitor; Scott Kunselman of GAI Consultants, authority engineer; Donald “Doc” Giffin, representing Arnold Palmer; reporters Nick Cammuso of the Latrobe Bulletin, Liz Zemba of the Tribune Review, Dow Carnahan of WCNS, and Sean Myers of WHJB; and authority administrative staff Linda Brasile and Dwayne Pickels.

Mrs. Smarto called for a report by Thomas Lynch, authority bond counsel, on a proposed refinancing of existing authority bonds to produce a savings of around \$150,000. Mr. Lynch reviewed a proposed “not to exceed” resolution to refinance the authority’s 2009 and 2010 bonds. Approval of the resolution authorizes, but does not obligate the authority to complete the bond sale if terms are not acceptable at the time of the sale. The savings is approximate, and could be more or less at closing.

Mr. Hewitt commented, “This is the end result of a long process over the past month and a half between Tom’s office, our office (McDonald Snyder, PC), the bank...this is the culmination of a lot of work including and involving the county.”

Upon the motion of Mr. Puleo, seconded by Mr. Scanlon, the propose bond resolution was unanimously approved (copy attached).

Public Comment - none

Approval of Minutes

Upon the motion of Mr. Kilkeary, seconded by Mr. Ridilla, minutes of the March 8, 2016, regular meeting were unanimously approved.

Arnold Palmer Regional Airport Treasurer's Report by Mr. Puleo

Mr. Puleo reviewed financial statement, expenses disbursed and accounts payable for March, 2016, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, financial statement, expenses disbursed and accounts payable for March, 2016, for Arnold Palmer Regional Airport were unanimously approved.

Rostraver Airport Treasurer's Report by Mr. Puleo

Mr. Puleo reviewed financial statement, expenses disbursed and accounts payable for March, 2016, for Rostraver Airport.

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, financial statement, expenses disbursed and accounts payable for March, 2016, for Rostraver Airport were unanimously approved.

Property Committee - Mr. Gera reported that the committee is recommending that the engineer proceed with updating the original plans for the terminal expansion, which includes a building addition and two new passenger loading gates.

Upon the motion of Mr. Gera, seconded by Mr. Scanlon, the property committee's recommendation was unanimously approved.

Engineer's Update Report - by Mr. Kunselman

ARNOLD PALMER REGIONAL AIRPORT

Airport Master Plan - FAA Project 3-42-0050-044-2013

Airport Sustainable Master Plan - FAA Project 3-42-0050-46-2013

Mr. Kunselman reported that work is completed and the engineer is addressing FAA comments on the plans and ALP.

Rehabilitate Parallel Taxiway (Apron to RW5 end) - FAA Project 3-42-0500-XX-2016

This project will involve the rehabilitation of the parallel taxiway pavement, Mr. Kunselman said. Work will include crack sealing, crack repair, seal coating, remarking, an asphalt overlay and possibly some selective concrete construction at the RW 5 end. Project design will be completed and ready to bid in early May after FAA review of the documents. The engineer requested authorization to put the project out for bid upon receiving comments from FAA.

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, authorization to advertise for bids for the project was granted unanimously.

Expand Terminal Parking - FAA Project 3-42-0500-XX-2016

Mr. Kunselman reported that the project will involve construction of additional paved parking. Paved spaces will be added along the sides of the existing entrance lot and a new paved lot will be constructed in part of the gravel parking area for a total of about 160 new spaces. The project design will be completed and ready to bid in early May after FAA review of the documents. The engineer requested authorization for put the project out for bid upon receiving comments from FAA.

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, authorization to advertise for bids for the project was granted unanimously.

Corporate Hangar Apron

The engineer reported that the project is substantially complete. A final inspection was held on Nov. 5, 2015, with only punch list items remaining to be addressed in the spring.

ATCT Systems Upgrade FAA Project 3-42-0050-049-2015

The project consisted of replacing the existing obsolete digital voice switch system, digital recorder system and aviation band radios, Mr. Kunselman said. The contract was substantially complete and all punch items have been addressed. The engineer recommended final acceptance of the project.

Upon the motion of Mr. Kilkeary, seconded by Mr. Gera, the project was unanimously accepted as complete.

ROSTRAVER AIRPORT:

Obstruction Removal - FAA Project No. 3-42-0061-023-2015

The engineer reported that the first phase of work has been completed. The project will be finished in the fall.

Rehabilitate GA Taxiways - FAA Project 3-42-0061-XX-2016

Mr. Kunselman reported that the project will consist of the rehabilitation of the taxiway pavement in the T-hangar area. Work will include crack sealing, crack repair, seal coating, remarking and possibly some selective asphalt overlays. The project design will be completed and ready to bid in early May after FAA review of the documents. The engineer requested authorization to put the project out for bid upon receiving comments from FAA.

Upon the motion of Mr. Scanlon, seconded by Mr. Ridilla, authorization to advertise for bids for the project was granted unanimously.

Westmoreland County Airport Authority

Promotions/PR/Events Committee -

Mrs. Smarto reported that the Les Paul Big Sound Experience will be a featured attraction at this year's airshow, along with numerous other exhibits and activities for spectators on the field.

Requisitions - Mr. Pickels reviewed the requisitions for April, 2016.

Arnold Palmer Regional Airport

Latrobe Project 49-15 (Acquire SRE/ATCT Upgrade) Requisition No. 7, totaling \$24,576.03.

Rostraver Airport

Rostraver Project 23-15 (Obstruction Removal Phase II) Requisition No. 8, totaling \$68,088.18.

Special Projects Account No. 7110075814

Requisition No. 157, totaling \$53,205.89.

Upon the motion of Mr. Ridilla, seconded by Mr. Gera, requisitions for April, 2016, were approved unanimously.

Solicitor's Report

Mr. Hewitt reported that the Unity Township Zoning Hearing Board has denied plans for a cellular tower near the airport near Pershing Park, which had been discussed at last month's meeting. The authority had opposed plans for the tower based on concerns for aviation safety.

Executive Director's Report - Mr. Monzo reported that Arnold Palmer Regional Airport has been selected to host the 37th Annual Pennsylvania Aviation and Aerospace Conference in 2017. "It's quite an honor to be picked to host that conference. It will bring in 144 airports and will be held at the Ramada near Greensburg, and will be held in September, 2017. It's a great time to talk to other airports to see what they are doing and what's happening."

Chairman's Report - Vice Chairman Mrs. Smarto noted that the next air show meeting will be held May 5 at 6 p.m.

Mr. Kilkeary congratulated Mr. Monzo, who celebrated 33 year of working for the authority yesterday.

Adjournment – There being no further business,

Upon the motion of Mr. Gera, seconded by Mr. Scanlon, the meeting was adjourned at 9:23 a.m.

The next Regular Meeting of the Westmoreland County Airport Authority will be held:

Tuesday, April 12, 2016, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by: Secretary