

**Westmoreland County Airport Authority  
Regularly Scheduled Meeting  
December 13, 2016**

# Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 11 a.m. Tuesday, December 13, 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  
Donald "Doc" Giffin  
Vincent Finoli  
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; Ethan Hine of KTH Architects; reporters Jeff Himler of the Tribune Review, Nick Cammuso of the Latrobe Bulletin and Sean Myers of WHJB; Anthony Agostinelli, airport safety liaison with Air Line Pilots Association, International; authority administrative staff Linda Brasile and Dwayne Pickels.

**Public Comment** - none

## **Approval of Minutes**

Upon the motion of Mr. Puleo, seconded by Mr. Gera, the minutes from the Nov. 8, 2016, meeting were unanimously approved.

## **Arnold Palmer Regional Airport Treasurer's Report**

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

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

**Rostraver Airport Treasurer's Report**

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

Upon the motion of Mr. Scanlon, seconded by Mr. Giffin, financial statement, expenses disbursed and accounts payable for November, 2016, for Rostraver Airport were 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, "hopefully," the last round of FAA comments has been received and are being reviewed with plans to submit a response to the FAA by the end of the year.

**Acquire Security Equipment (BOA ADP-2015-00023)**

The engineer reported that a final inspection on the bid portion of the project was held on Dec. 5, 2016, with punch list items to be addressed. Mr. Kunselman also presented for consideration Change Order No. 1 for the project in the amount \$543.55, adjusting for final quantities.

Upon the motion of Mr. Gera, seconded by Mr. Puleo, Change Order No. 1 in the amount of \$543.55 was unanimously approved.

The Co-Stars portion of the project is proceeding on schedule as well, he said.

**Rehabilitate Parallel Taxiway (Apron to RW5 end) - FAA Project 3-42-0500-50-2016**

Work is tentatively planned to begin in the spring of 2017, Mr. Kunselman said.

**Expand Terminal Parking - FAA Project 3-42-0500-51-2016**

Mr. Kunselman reported that work began on Oct. 17, 2016, and has been suspended with plans to resume in the spring due to weather conditions.

**Terminal Addition**

Mr. Kunselman said design of the project is proceeding as directed.

**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 is scheduled to re-start in January after the ground freezes.

**Rehabilitate GA Taxiways - FAA Project 3-42-0061-24-2016**

Mr. Kunselman reported that construction began on Oct. 17, 2016, and is substantially complete. Final inspection of the project is scheduled for later this week.

**Requisitions** - Mr. Pickels reviewed the requisitions for December, 2016.

**Arnold Palmer Regional Airport**

Latrobe Project 51-16 (Expanded Terminal Parking) Requisition No. 4, totaling \$180,537.38.

Latrobe ADP AA-00023 (Security Improvements/Construct Access Road) Requisition No. 6, totaling \$204,462.92.

Latrobe Bond Fund 2014 Construction Fund Deposit Requisition No. 10, totaling \$219,282.69.

**Rostraver Airport**

Rostraver Project 23-15 (Obstruction Removal Ph. II) Requisition No. 13, totaling \$374.61

Rostraver Project 24-16 (Rehab GA TW) Requisition No. 2, totaling \$12,781.01

**Special Projects Account No. 7110075814**

Requisition No. 165, totaling \$73,702.81.

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

**Solicitor's Report** - Mr. Hewitt reported that a company is seeking an agreement to provide a service to enhance cellular service within the terminal that passengers can access for a fee with a nominal revenue paid to the airport.

Upon the motion of Mr. Ridilla, seconded by Mr. Giffin, participation in discussions with SBA Small Cells LLC was approved unanimously.

**Executive Director's Report** - Mr. Monzo reported that the advance team for the U.S. Navy Blue Angels Fight Demonstration Team visited the airport in November to discuss plans for the 2017 air show. "The meeting went very well," Mr. Monzo said, noting that a number of other performers have been confirmed for the show, including the U.S. Army Golden Knights skydiving team, Shockwave, Matt Younkin, Mike Wiskus, Greg Koontz and the "Class of 45," which pairs two old warbirds, the P-51 Mustang and F4-U Corsair.

Also, the U.S. Air Force Thunderbirds are scheduled to perform in the 2018 air show.

Mr. Monzo said air show planners are also working on a new VIP seating area plan for the 2017 show. "We're excited about that. The prospects for this show are very good," he said. "We think it will be a great show and a great tribute to Mr. Palmer."

Mr. Monzo also reported that, on Jan. 27-29, 2017, a AAA Travel Showcase will be held at David L. Lawrence Convention Center in Pittsburgh, "and we would like to exhibit at that showcase and get a chance to show people what we have to offer."

## Westmoreland County Airport Authority

Upon the motion of Mr. Puleo, seconded by Mr. Giffin, participation in the AAA Travel Showcase from from Jan 27 through 29, 2017 at the David L. Lawrence Convention Center in Pittsburgh was unanimously approved.

**Adjournment** – There being no further business:

Upon the motion of Mr. Gera, seconded by Mr. Giffin, the meeting was unanimously adjourned at 11:21 a.m.

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

**Tuesday, Jan. 10, 2017, at 9 a.m. at Arnold Palmer Regional Airport**

Minutes respectfully submitted by:

Dwayne Pickels  
Grants Director

Approved by: Secretary