

**Westmoreland County Airport Authority  
Regularly Scheduled Meeting  
February 9, 2016**

# Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, Feb. 9, 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.  
Oland Canterna

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 and Robert Demangone, representing Arnold Palmer; reporters Nick Cammuso of the Latrobe Bulletin, Liz Zemba of the Tribune Review and Greg Maxwell of WCNS ad Sean Myers of WHJB; and authority administrative staff Linda Brasile and Dwayne Pickels.

*Mrs. Smarto called for an executive session to discuss real estate matters from 9:01 to 9:08 a.m.*

**Public Comment** - none

## **Approval of Minutes**

Upon the motion of Mr. Scanlon, seconded by Mr. Kilkeary, minutes of the Jan. 12, 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 January, 2016, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Gera, seconded by Mr. Canterna, financial statement, expenses disbursed and accounts payable for January, 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 January, 2016, for Rostraver Airport.

Upon the motion of Mr. Kilkeary, seconded by Mr. Scanlon, financial statement, expenses disbursed and accounts payable for January, 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 work is completed and the plans have been submitted to the Federal Aviation Administration for review. FAA has provided comments and appropriate revisions are now being made, he said.

**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. The contract was substantially completed and final inspection was held on Feb. 2, 2016, with only a few minor punch list items to be addressed.

**ROSTRAVER AIRPORT:**

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

The engineer reported that work continues with the Township to gain access to the properties. Tree removal work is now expected to begin in late February, 2016.

**Promotions/Events Committee Report**

Mr. Monzo reported that an advance team for the Royal Canadian Snowbirds demonstration team visited the airport yesterday to meet with air show planners. "It went very well. They were extremely impressed with the staff and the amount of work that has already been completed," Mr. Monzo said. "We're excited about the show, they're excited about the show and everything is moving forward."

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

**Arnold Palmer Regional Airport**

Latrobe Project 49-15 (Acquire SRE/ATCT Systems Upgrade) Requisition No. 5, totaling \$84,487.18.

Latrobe MMA-001 (BOA Multi-modal, Corporate Hangar Project) Requisition No. 5, totaling \$142.12.

**Rostraver Airport**

Rostraver Project 23-15 (Obstruction Removal Phase II) Requisition No. 6, totaling \$1,073.56.

**Special Projects Account No. 7110075814**

Requisition No. 155, totaling \$8,598.72

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

**Solicitor's Report**

Mr. Hewitt reported that he will represent the authority at a Unity Township Zoning Hearing on Feb. 23, 2016, regarding an application for the construction of a cellular tower near the airport. "It appears at this time that it does meet FAA standards, but we have continuing concerns for helicopters and other general aviation activity," Mr. Hewitt said.

Mr. Hewitt also presented a proposed resolution (attached) authorizing the Westmoreland County Park Police to enforce the general laws of the Commonwealth and authority regulations on airport property in support of the authority's agreement with the law-enforcement agency, which went into effect in August, 2015.

Upon the motion of Mr. Puleo, seconded by Mr. Kilkeary, the resolution was approved unanimously.

**Executive Director's Report**

Mr. Monzo reported that a meeting was held with the Federal Aviation Administration Harrisburg Airports District Office last month to discuss Airport Improvement Program grant funding for projects at Arnold Palmer Regional and Rostraver airports in 2016 and beyond. Proposed for APRA are taxiway rehabilitation and parking lot improvement projects, while taxiway rehabilitation is also programmed for Rostraver Airport in the general aviation area.

Mr. Gera inquired as to the status of plans to expand the terminal. "It's on hold right now," Mr. Monzo said, citing a lack of consensus on which direction to proceed. The issue was directed to the authority's Property/Planning Committee for discussion.

**Chairman's Report** - Mrs. Smarto distributed a list of new committee assignments to board members.

She also reported that Arnold Palmer Regional has moved up for 27th to 26th in passenger rankings in the FAA's Eastern Region during the last quarter.

**Adjournment** – There being no further business, the meeting was adjourned at 9:25 a.m.

**Westmoreland County Airport Authority**

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

**February 9, 2016, at 9 a.m. at Arnold Palmer Regional Airport**

Minutes respectfully submitted by:

Dwayne Pickels  
Administrative Assistant

Approved by:

Secretary