

**Westmoreland County Airport Authority  
Regularly Scheduled Meeting  
January 10, 2017**

## Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, Jan. 10, 2017, 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  
Donald Rossi - Assistant Secretary/Treasurer  
Paul Puleo - Treasurer  
Mark Gera  
Donald "Doc" Giffin  
Vincent Finoli

Also present were: Executive Director Gabriel E. Monzo, Sr.; Attorney Daniel Hewitt and Amber Leechalk of McDonald Snyder P.C., authority solicitor; Scott Kunselman of GAI Consultants, authority engineer; Ethan Hine, KTH Architects; reporters Nick Cammuso of the Latrobe Bulletin, Jeff Himler and Dan Speicher (photographer) of the Tribune Review; and authority administrative staff Linda Brasile and Dwayne Pickels.

**Public Comment** - none

### **Reorganization**

Mr. Gera, who chairs the board's Nominating Committee, presented a proposed slate of officers for 2017 as recommended by the committee.

### **Officers for 2017:**

Chairman - Janice Smarto  
Vice Chairman - Samuel Scanlon  
Secretary - Vincent Finoli  
Treasurer - Paul Puleo  
Assistant Secretary/Treasurer - Donald Rossi

Upon the motion of Mr. Gera, seconded by Mr. Giffin, the proposed slate of officers for 2017 was approved unanimously.

**Approval of Minutes**

Upon the motion of Mr. Gera, seconded by Mr. Finoli, minutes of the Dec. 13, 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 December, 2016, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Finoli, seconded by Mrs. Smarto, financial statement, expenses disbursed and accounts payable for December, 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 December, 2016, for Rostraver Airport.

Upon the motion of Mr. Finoli, seconded by Mr. Giffin, financial statement, expenses disbursed and accounts payable for December, 2016, for Rostraver Airport were unanimously approved.

**Finance Committee** - Mr. Puleo reported that the budget was approved by the county and "we received what we requested. The Commissioners have been very supportive and it is very much appreciated."

Upon the motion of Mr. Finoli, seconded by Mr. Puleo, the budget as authorized by the county was approved unanimously.

**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, "we are waiting on FAA's most recent comments."

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

A final inspection on the bid portion of the project was held on Dec. 5, 2016, and punch list items have been addressed. Mr. Kunselman also presented for consideration Change Order No. 2 for the project in the amount \$2,423.80, to the Loyalhanna Environmental Services contract for additional conduit to install access controls at one of the gates.

Upon the motion of Mr. Gera, seconded by Mr. Puleo, Change Order No. 2 in the amount of \$2,423.80 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 completed as directed.

**ROSTRAVER AIRPORT:**

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

The engineer reported that tree removal work is expected to be completed in late February, 2017.

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

Mr. Kunselman reported that construction began on Oct. 17, 2016, and is complete. Final inspection of the project was held December 15, 2016, with only a couple of minor punch list items to be addressed.

**Requisitions** - Mr. Pickels reviewed the requisitions for January, 2017.

**Arnold Palmer Regional Airport**

**Latrobe Project 50-16 (Rehab Parallel TW Apron to RW5 end)** Requisition No. 4, totaling \$651.21

**Latrobe Project 51-16 (Expanded Terminal Parking)** Requisition No. 5, totaling \$12,351.73.

**Latrobe ADP AA-00023 (Security Improve/Access Road)** Requisition No. 7, totaling \$66,220.20.

**Latrobe Bond Fund 2014 Construction Fund Deposit** Requisition No. 11, totaling \$211,981.46.

**Rostraver Airport**

Rostraver Project 23-15 (Obstruction Removal Phase II) Requisition No.14, totaling \$1,200.

**Special Projects Account No. 7110075814**

Requisition No. 166, totaling \$19,775.34.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, requisitions for January, 2017, were approved unanimously.

*An executive session was held from 9:10 to 9:32 a.m. to discuss real estate matters.*

## Westmoreland County Airport Authority

### Solicitor's Report

Mr. Hewitt reported that a request has been received from Vee Neal Aviation seeking to exercise its option for the last term of its FBO concession agreement through Dec. 31, 2021.

Upon the motion of Mr. Puleo, seconded by Mr. Rossi, consent was granted for Vee Neal Aviation to exercise its option to use the last term of its FBO concession agreement through Dec. 31, 2021.

Mr. Finoli abstained.

Mr. Hewitt also reported that SBA/DAS & Small Cell LLC has provided a draft marketing agreement for its proposal to provide service to APRA and is requesting execution of that agreement.

Upon the motion of Mr. Rossi, seconded by Mr. Finoli, authorization for the executive director to execute the agreement was approved unanimously.

Mr. Hewitt also reported that Logan Family Farms has offered assume farming of about 50 acres of airport-owned land at \$100 per acre. The authority agreed to consent on a one-year trial basis.

Upon the motion of Mr. Rossi, seconded by Mr. Puleo, permission to farm the 50-acre parcel at \$100 per acre on a one-year trial basis was granted unanimously.

### Executive Director's Report

Mr. Monzo reported that Westmoreland County Park Police did a good job in the wake of the Fort Lauderdale shooting last week, which resulted in a cancellation of the FLL flight at LBE.

He also announced that an air show meeting for volunteers will be held at 6 p.m. on Thursday, Jan. 19, 2017, at the Public Safety Building.

**Chairman's Report** - Mrs. Smarto thanked the nominating committee for its work in filling vacant offices. She also made a call for any committee service requests.

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

On the motion of Mr. Rossi, seconded by Mr. Gera, the meeting was adjourned at 9:37 a.m.

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

**February 14, 2017, at 9 a.m. at Arnold Palmer Regional Airport**

Minutes respectfully submitted by:

Dwayne Pickels  
Administrative Assistant