

**Westmoreland County Airport Authority  
Regularly Scheduled Meeting  
January 8, 2019**

# Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, Jan. 8, 2019, at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

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

Donald Rossi - Chairman  
Samuel Scanlon - Vice Chairman  
Paul Puleo - Treasurer  
Donald "Doc" Giffin - Secretary  
Vincent Finoli - Asst. Secretary/Treasurer  
Mark Gera  
Janice Smarto

Also present were: Executive Director Gabriel E. Monzo, Sr.; Daniel Hewitt of McDonald Snyder P.C., authority solicitor; Scott Kunselman of GAI Consultants, authority engineer; Jeff Himler of the Tribune-Review and Nick Cammuso of the Latrobe Bulletin; pilot Valetta Mowry; and authority Grants Director Dwayne Pickels.

**Public Comment** - none

## Approval of Minutes

Upon the motion of Mr. Puleo, seconded by Mr. Giffin, minutes of the Dec. 11, 2018, regular meeting were unanimously approved.

## Reorganization

Upon the motion of Mr. Gera, who chairs the board's Nominating Committee, seconded by Mr. Finoli, the authority unanimously agreed to retain the current slate of officers and professional service providers for 2019, as recommended by the committee.

### Officers for 2019:

Chairman - Donald Rossi  
Vice Chairman - Samuel Scanlon  
Secretary - Donald "Doc" Giffin  
Treasurer - Paul Puleo  
Assistant Secretary/Treasurer - Vincent Finoli

### Professional Services

Solicitor - McDonald Snyder P.C.  
Engineer of Record - GAI Consultants, Inc.  
Bond Counsel - Lynch & Lynch  
Depository - First Commonwealth & Commercial Bank  
Investment Banker - PNC Financial Services  
Independent Auditor - Zelenkofske Axelrod LLC

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

Mr. Puleo reviewed financial statement, expenses disbursed and accounts payable for December, 2018, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Gera, seconded by Mr. Scanlon, financial statement, expenses disbursed and accounts payable for December, 2018, 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, 2018, for Rostraver Airport.

Upon the motion of Mr. Gera, seconded by Mrs. Smarto, financial statement, expenses disbursed and accounts payable for December, 2018, for Rostraver Airport were unanimously approved.

**Rostraver Committee**

Mr. Scanlon reported that a request has been made to transfer the lease for Hangar E-5 at Rostraver Airport from Dennis Tolkach to Dan Krusienski, updating the ground rent fee from 10 cents to 36 cents per square foot.

Upon the motion of Mr. Scanlon, seconded by Mr. Giffin, transfer of the lease for Hangar E-5 from Dennis Tolkach to as Dan Krusienski updating the terms as stated was unanimously approved.

**Finance Committee -**

Mr. Puleo reported that the authority-approved 2019 WCAA budget was has also been approved as presented to county commissioners.

**Engineer's Update Report -** by Mr. Kunselman

**ARNOLD PALMER REGIONAL AIRPORT**

**Acquire Security Equipment/Access Road (BOA ADP-2015-00023)**

This project involved the purchase, installation and construction of security equipment at Arnold Palmer Regional Airport. Work on the original contract is substantially complete, the engineer said. A grant amendment has been received from the state Department of Transportation Bureau of Aviation for additional equipment purchases through Costars vendors.

**Install New Emergency Generator**

This project will involve the replacement of the existing emergency generator located near air-traffic control tower with a new natural gas powered 125kw generator. A reconstruction meeting was held on Sept. 12, 2018, and the contract has been executed. Equipment is being ordered and work is underway.

**Terminal Access Improvements (PBB)**

This project will involve the installation of a new passenger boarding bridge and alterations to the secure holding area. A reconstruction meeting was held on September 12, 2018, and the contract has been executed. Equipment is being ordered and work is underway. Two additional subcontractor agreement with general contractor Arcon were recommended by the engineer:

- Parking Lot Painting Co. - \$17,590, pavement markings
- Laso Contractors, Inc. - \$64,580, carpentry

Upon the motion of Mrs. Smarto, seconded by Mr. Puleo, the subcontract agreements were unanimously approved as recommended.

**ROSTRAVER AIRPORT:**

**Rehabilitate Parallel TW (3-42-0061-026-2018)**

Mr. Kunselman reported that the project will involve crack repair, milling, pavement overlay and marking for the full length of the parallel taxiway. Work is substantially complete, with corrective action, some punch list items and final marking to be completed in the spring of this year.

**Improve Utility Service To Hangars**

This project will extend water, sewage and electric to construct a new restroom facility in the T-Hangar area of the airport. A predesign meeting is scheduled for January 8, 2019.

**REQUISITIONS** - Mr. Pickels reviewed the requisitions for January, 2019.

**Arnold Palmer Regional Airport**

**Latrobe Project 54-17 (Emergency Gen./Terminal Access PBB)** Requisition No. 5, totaling \$93,789.19  
**Latrobe ADP-2015 West. Co. AA-00023 (Security/Access Road)** Req. No. 30, totaling \$80,720.01

**Special Projects Account No. 7110075814** Requisition No. 190, totaling \$29,558.92

Upon the motion of Mr. Puleo, seconded by Mr. Giffin, requisitions for January, 2019, were approved unanimously.

**Solicitor's Report**

Mr. Hewitt reported that he has reviewed the new agreement with FAA for the air-traffic control tower operation and it has been finalized.

**Executive Director's Report**

Mr. Monzo reported that an authority owned house at Rostraver Airport that is slated for demolition will be used by the township fire department for training prior to demolition. An agreement from Loyalhanna Environmental Services for \$8,650 to prepare the house for demolition was recommended for approval.

Upon the motion of Mr. Gera, seconded by Mr. Finoli, the agreement for with Loyalhanna Environmental Service fro \$8,650 was unanimously approved.

Mr. Monzo also reported that authority owner has at Arnold Palmer Regional Airport is slated for the same disposition with another agreement from Loyalhanna Environmental Services totaling \$9,554.

Upon the motion of Mr. Gera, seconded by Mr. Puleo, the agreement with Loyalhanna Environmental Services for \$9,554 was also unanimously approved.

Mr. Monzo also provided an update on the air show, noting that the F-22 Raptor will not be coming, but a Huey helicopter and a P-40 Warhawk will be on the roster. "It's all coming together very nicely."

Mr. Rossi added that a HALO drop parachute demo may be added to the lineup, but those plans are not yet final.

Mr. Monzo also reported that the annual "Year in Review" for 2018 has been distributed.

*An executive session was held from 9:20 to 9:30 p.m. to discuss personnel matters.*

## Westmoreland County Airport Authority

**Chairman's Report** - Mr. Rossi reported that the airport's contract with Clear Channel Airports for terminal advertising has expired and was not renewed. The authority is now in the process of formulating its own advertising program. Display screens have been installed and rates and terms are being finalized.

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

Upon the motion of Mr. Scanlon, seconded by Mr. Giffin, the meeting was adjourned at 9:35 a.m.

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

**Tuesday, February 13, 2018, at 9 a.m. at Arnold Palmer Regional Airport**

Minutes respectfully submitted by:

Dwayne Pickels  
Grants Director