

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

Regular Meeting

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

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

Oland Canterna - Chairman
Edward Kilkeary Sr. - Vice Chairman
Donald Rossi - Treasurer
Janice Smarto - Secretary
Paul Puleo
Samuel Scanlon

Also present were: Attorney Daniel Hewitt of McDonald Snyder P.C., authority solicitor; Scott Kunselman of GAI Consultants, authority engineer; Robert Demangone, representing Arnold Palmer; reporters Nick Cammuso of the Latrobe Bulletin, Liz Zemba of the Tribune Review and Greg Maxwell of WCNS; and authority administrative staff Linda Brasile and Dwayne Pickels.

Public Comment - none

Approval of Minutes

Upon the motion of Mr. Rossi, seconded by Mr. Scanlon, minutes of the Dec. 8, 2015, regular meeting were unanimously approved.

Reorganization

Mr. Scanlon presented a proposed slate of officers for 2016 and 2017 as recommended by the authority's Nominating Committee.

Officers for 2016 and 2017:

Chairman - Arnold Palmer
Vice Chairman - Janice Smarto
Secretary - Samuel Scanlon
Treasurer - Paul Puleo
Assistant Secretary/Treasurer - Donald Rossi

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Upon the motion of Mr. Scanlon, seconded by Mr. Rossi, the proposed slate of officers for 2016 and 2017 was approved unanimously.

Professional Services

A motion was also made to retain the current providers of professional services for 2016.

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

Upon the motion of Mr. Rossi, seconded by Mrs. Smarto, the motion to retain the current providers of professional services was approved unanimously.

Mr. Canterna arrived at the meeting.

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

Mr. Puleo reviewed financial statement, expenses disbursed and accounts payable for December, 2015, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Scanlon, seconded by Mr. Kilkeary, financial statement, expenses disbursed and accounts payable for December, 2015, 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, 2015, for Rostraver Airport.

Upon the motion of Mr. Rossi, seconded by Mr. Scanlon, financial statement, expenses disbursed and accounts payable for December, 2015, for Rostraver Airport were unanimously approved.

Vice Chairman Janice Smarto thanked Mr. Canterna for his past two years of service as Chairman.

Finance Committee - Mr. Rossi noted that "356,000 people thought we did it right this past year. That's a 45% increase over the last year. It has been fantastic working with Spirit and with the public to make this happen. Thanks to all for being a part of it."

**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.

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.

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

The project will consist of replacing the existing obsolete digital voice switch system, digital recorder system and aviation band radios. The contract was executed and equipment has been ordered, Mr. Kunselman said. Construction is expected to begin in late January, 2016.

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 expected to begin in late January, 2016.

Promotions/Events Committee Report

Mr. Rossi announced that a meeting to coordinate plans for the 2016 air show will be held Thursday, Jan. 21, 2016, at 6 p.m. in the Public Safety Building.

“This year we’re calling it the Westmoreland County International Airshow because we have the Snowbirds,” Mr. Monzo said, noting that the May 21 and 22 event will feature the Royal Canadian Air Force’s Jet Demonstration Team. “They’re a fantastic team, and their precision is second to none.”

Mr. Monzo also listed a number of other performers planned for the show. “It should be exciting,” he said. “It’s a great line up. Just pray for good weather.”

Requisitions - Mr. Pickels reviewed the requisitions for December, 2015.

Arnold Palmer Regional Airport

Latrobe Project 49-15 (Acquire SRE/ATCT Systems Upgrade) Requisition No. 4, totaling \$72,680.80.

Latrobe MMA-001 (BOA Multi-modal, Corporate Hangar Project) Requisition No. 4, totaling \$4,742.57.

Latrobe Bond Fund 2014 Requisition No. 5 (Terminal Addition), totaling \$49,121.69.

Rostraver Airport

Westmoreland County Airport Authority

Rostraver Project 23-15 (Obstruction Removal Phase II) Requisition No.5, totaling \$588.34.

Special Projects Account No. 7110075814

Requisition No. 154, totaling \$12,261.59

Upon the motion of Mr. Puleo, seconded by Mr. Rossi, requisitions for January, 2016, were approved unanimously.

Solicitor's Report

Mr. Hewitt presented a proposed lease with Air Inc. for some communications equipment at the airline counter in the terminal. The proposal is for 9 square feet of space to install the radio transmitter at a rate of \$100 per month. "I have reviewed the lease and it is fair and appropriate," Mr. Hewitt said.

Upon the motion of Mr. Puleo, seconded by Mr. Rossi, the lease was approved unanimously.

Mr. Hewitt also presented a transfer of the lease for Hangar C-4 at Rostraver from the Wilbur A. James Article Five Trust to Ted Yowonske Enterprises, LLC, for the final two years on the T-hangar's final option, at which point the lease will expire and the hangar will revert to authority ownership.

Upon the motion of Mr. Rossi, seconded by Mr. Scanlon, transfer of the lease for the final two years was unanimously approved as presented.

Executive Director's Report

Mr. Monzo presented a request from John E. Arnold to build a 60'x40' hangar at the end of Row A at Rostraver Airport.

Upon the motion of Mr. Rossi, seconded by Mr. Puleo, the request from John E. Arnold to build a 60'x40' hangar at the end of Row A at Rostraver Airport was unanimously approved.

Mr. Monzo also presented a request to transfer the lease for Hangar C-3 at Rostraver Airport from Doug Burke to John Warren.

Upon the motion of Mr. Puleo, seconded by Mr. Kilkeary, the motion to approve the transfer of the lease for Hangar C-3 at Rostraver from Doug Burke to John Warren was unanimously approved.

Chairman's Report - Mrs. Smarto thanked the last slate of authority officers and called for committee requests. "I'm always open to new ideas," she said.

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Adjournment – There being no further business,

On the motion of Mr. Rossi, 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:

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

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:

Secretary