

**Westmoreland County Airport Authority  
Regularly Scheduled Meeting  
March 12, 2019**

# Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, March 12, 2019, at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

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

Donald Rossi - Chairman  
Paul Puleo - Treasurer  
Donald "Doc" Giffin - Secretary  
Vincent Finoli - Asst. Secretary/Treasurer  
Mark Gera  
Edward Kilkeary, Sr.  
Janice Smarto

Also present were: Executive Director Gabriel E. Monzo, Sr.; Daniel Hewitt of McDonald Snyder P.C., authority solicitor; Nick Barber of GAI Consultants, authority engineer; Stephen Huba of the Tribune-Review and Nick Cammuso of the Latrobe Bulletin; and authority administration staff Linda Brasile and Dwayne Pickels.

**Public Comment** - none

## Approval of Minutes

Upon the motion of Mr. Puleo, seconded by Mr. Giffin, minutes of the Feb. 12, 2019, 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 February, 2019, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Kilkeary, seconded by Mr. Finoli, financial statement, expenses disbursed and accounts payable for February, 2019, 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 February, 2019, for Rostraver Airport.

Upon the motion of Mrs. Smarto, seconded by Mr. Gera, financial statement, expenses disbursed and accounts payable for February, 2019, for Rostraver Airport were unanimously approved.

## Engineer's Update Report - by Mr. Barber

## ARNOLD PALMER REGIONAL AIRPORT

## Westmoreland County Airport Authority

### **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 was received from the state Department of Transportation Bureau of Aviation for additional equipment purchases through Costars vendors.

### **Install New Emergency Generator (3-42-0050-054-2018)**

This project involved replacement of the existing emergency generator located near the air-traffic control tower with a new natural gas powered 125kw generator. Work is substantially complete. A final inspection was held Jan. 29, 2019, with only punch list items to be addressed in the spring.

### **Terminal Access Improvements (PBB) (3-42-0050-54-2018)**

This project involves the installation of a new passenger boarding bridge and alterations to the secure holding area. Equipment has been ordered and work is underway. Mr. Barber recommended Change Order No. 1, totaling approximately \$90,000, he said.

Upon the motion of Mr. Gera, seconded by Mr. Finoli, Change Order No. 1 was approved pending the board's review of a copy of the change order and FAA approval.

*Following the meeting, a copy of the change order documentation was email to the board and received a majority approval. Total amount was \$92,682.86. It was submitted to FAA and a copy will be included in the minutes.*

### **Corporate Hangar Site Development and Roadway Access Design (In BOA - TA)**

This project will design infrastructure to facilitate the construction of new hangars at the airport. Preliminary design is underway.

### **Terminal HVAC Improvements (BOA CB 2015)**

This project will improve the HVAC controls systems in the terminal. Initial design is complete and negotiations are being pursued with a Costars vendor.

### **Widen and Strengthen RW 6-24, Phase I**

Design for this project is nearly complete and will be submitted to FAA for review in April, with bidding planned in May, 2019.

### **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 (In BOA - TA)**

This project will place a restroom in the T-Hangar area at the airport. Preliminary design is underway.

#### **Promotions/PR/Events Committee Report -**

Mr. Monzo reported that this year's airshow has reached maximum capacity with performers and static aircraft. "It's all good and everything's in line, tickets are on sale...we're rolling. We think we're in great shape and it will be one of the best shows ever."

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

### **Arnold Palmer Regional Airport**

## Westmoreland County Airport Authority

**Latrobe Project 54-18 (Emergency Gen./Terminal Access PBB)** Req. No. 7, totaling \$425,766.23  
**Latrobe ACB-2013-West. Co. AA-00010 (Terminal HVAC)** Requisition No. 2, totaling \$3,107.86  
**Latrobe ADP-2015 West. Co. AA-00023 (Security/Access Road)** Req. No. 32, totaling \$6,345.00

### **Rostraver Airport**

**Rostraver 26-18 ADP-2018-West.Co.AA-00003(Rehab Parallel TW)**, Req. No. 6, totaling \$718.56

**Special Projects Account No. 7110075814 Requisition No. 192, totaling \$45,788.66**

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

### **Solicitor's Report**

Mr. Hewitt reported that the transfer of the lease for Hangar E5 at Rostraver is now complete.

### **Executive Director's Report**

Mr. Monzo reported that the self-serve fueling system at Rostraver Airport needs to be replaced and presented a proposal from Purvis Fuel for \$14,587 installation and \$2,650 per year for maintenance and updates. "I think it's a good investment," he said.

Upon the motion of Mrs. Smarto, seconded by Mr. Finoli, the agreement was approved unanimously as stated.

Mr. Monzo also reported that the annual FAA Part 139 inspection was recently completed. "Safety is what we do here, and we don't take anything for granted when it comes to safety," he said. "The inspector was impressed with the condition of the field...his comment was that he would be happy with his family flying out of here, I feel very safe about this field. That's a sincere compliment."

"We should be very proud of that," Mr. Rossi added.

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

Upon the motion of Mr. Puleo, seconded by Mr. Giffin, the meeting was adjourned at 9:18 a.m.

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

**Tuesday, April 9, 2019, at 9 a.m. at Arnold Palmer Regional Airport**

Minutes respectfully submitted by:

Dwayne Pickels  
Grants Director