

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
March 8, 2016**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, March 8, 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
P. Richard Ridilla
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, representing Arnold Palmer; reporters Nick Cammuso of the Latrobe Bulletin, Liz Zemba of the Tribune Review, Greg Maxwell of WCNS and 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 9:05 a.m.

Public Comment - none

Approval of Minutes

Upon the motion of Mr. Puleo, seconded by Mr. Ridilla, minutes of the Feb. 9, 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 February, 2016, for Arnold Palmer Regional Airport.

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

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, financial statement, expenses disbursed and accounts payable for February, 2016, for Rostraver Airport were unanimously approved.

Finance Committee Report -

Upon the motion of Mr. Gera, seconded by Mr. Puleo, the budget for 2016 as submitted to and approved by Commissioners was unanimously granted final adoption.

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, with Mr. Puleo abstaining, approval to relocate employee SEP retirement benefit management from Fidelity Investments to First National Investment Services was granted unanimously.

As an informational item, Mr. Monzo reported that repairs on three building roofs at the airport are 90% complete, a result of insurance coverage for hail damage.

Mr. Monzo also reported that a refund of \$140,000 is available through refinancing an authority bond issue at a lower rate. Acceptance is to be considered at the April authority meeting.

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.

Rehabilitate Parallel Taxiway (Apron to RW5 end) - FAA Project 3-42-0500-XX-2016

This project will involve the rehabilitation of the parallel taxiway pavement, Mr. Kunselman said. Work will include crack sealing, crack repair, seal coating, remarking, an asphalt overlay and possibly some selective concrete construction at the RW 5 end. Design work has begun.

Expand Terminal Parking - FAA Project 3-42-0500-XX-2016

Mr. Kunselman reported that the project will involve construction of additional paved parking. Paved spaces will be added along the sides of the existing entrance lot and a new paved lot will be constructed in part of the gravel parking area.

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, Mr. Kunselman said. 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. Once all of the certified payrolls are received, a recommendation will be made to accept the project as complete. The engineer recommended retroactive approval of a subcontract agreement between Robinson Aviation (RVA) and Emerald Electrical Services, LLC.

Upon the motion of Mr. Gera, seconded by Mr. Puleo, retroactive approval of the subcontractor agreement between RVA and Emerald Electrical Service was unanimously approved.

ROSTRAVER AIRPORT:

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

The engineer reported that work continues coordinating with landowners for access to the properties. A pre-construction meeting was held Feb. 24, 2016, and the first phase of work is now scheduled to begin in March. Mr. Kunselman recommended approval of a subcontractor agreement between Richardson Tree and Landscaping Co. and RIG Consulting, Inc.

Upon the motion of Mr. Ridilla, seconded by Mr. Scanlon, the subcontractor agreement between Richardson Tree and Landscaping Co., Inc., and RIG Consulting, Inc., was approved unanimously.

Rehabilitate GA Taxiways - FAA Project 3-42-0061-XX-2016

Mr. Kunselman reported that the project will consist of the rehabilitation of the taxiway pavement in the T-hangar area. Work will include crack sealing, crack repair, seal coating, remarking and possibly some selective asphalt overlays. Design is set to being.

Promotions/PR/Events Committee -

The next air show meeting will be held March 24, 2016, at 6 p.m. in the Public Safety Building. Mr. Monzo added that the F-22 Raptor will perform a tactical demonstration at this year's show. "All we need is weather like this, and we will be in great shape," he said.

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

Arnold Palmer Regional Airport

Latrobe Project 49-15 (Acquire SRE/ATCT Upgrade) Requisition No. 6, totaling \$133,354.07.

Rostraver Airport

Rostraver Project 23-15 (Obstruction Removal Phase II) Requisition No. 7, totaling \$7,210.74.

Westmoreland County Airport Authority

Special Projects Account No. 7110075814

Requisition No. 156, totaling \$14,056.48.

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

Solicitor's Report

Mr. Hewitt recommended adoption of a resolution approving signature cards and authorization for accounts with First Commonwealth Bank.

Upon the motion of Mr. Gera, seconded by Mr. Puleo, the resolution approving signature cards and authorization for accounts with First Commonwealth Bank was unanimously approved.

Mr. Hewitt also reported on the proposed cellular tower near Pershing Park, noting that a final decision is now not anticipated until summer. "We are optimistic that the zoning board is going to deny that approval," he said.

Executive Director's Report - Mr. Monzo had no additional items to report.

Chairman's Report - Vice Chairman Mrs. Smarto had no additional items to report.

Adjournment – There being no further business,

Upon the motion of Mr. Puleo, seconded by Mr. Scanlon, the meeting was adjourned at 9:20 a.m.

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

Tuesday, April 12, 2016, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:

Secretary