

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

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, November 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
Paul Puleo - Treasurer
Donald Rossi - Asst. Secretary/Treasurer
Edward Kilkeary Sr.
Mark Gera
Donald "Doc" Giffin
Vincent Finoli

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; Ethan Hine of KTH Architects; reporters Joe Napsha of the Tribune Review, Nick Cammuso of the Latrobe Bulletin and Sean Myers of WHJB; pilot Valetta Mowry; authority administrative staff Linda Brasile and Dwayne Pickels.

Mrs. Smarto welcomed Mr. Giffin to his first meeting as a member of the board. Mr. Giffin was appointed my commissioners to fulfill the remainder the late Arnold Palmer's term. Mr. Giffin, Mr. Palmer's long-time assistant, has attended board meetings for many years accompanying and representing Mr. Palmer.

"I'm honored," Mr. Giffin said.

Mrs. Smarto called for an executive session to discuss matters of litigation at 9:01 a.m. The meeting reconvened at 9:10 a.m.

Public Comment - none

Approval of Minutes

Upon the motion of Mr. Puleo, seconded by Mr. Kilkeary, the minutes from the Oct. 11, 2016, meeting were unanimously approved.

Arnold Palmer Regional Airport Treasurer's Report

Mr. Puleo reviewed financial statement, expenses disbursed and accounts payable for October, 2016, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Gera, seconded by Mr. Kilkeary, financial statement, expenses disbursed and accounts payable for October, 2016, for Arnold Palmer Regional Airport were unanimously approved.

Rostraver Airport Treasurer's Report

Mr. Puleo reviewed financial statement, expenses disbursed and accounts payable for October, 2016, for Rostraver Airport.

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

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 responses to the FAA's comments have been submitted to the FAA, and are currently pending review.

Acquire Security Equipment (BOA ADP-2015-00023)

Work is ongoing, the engineer reported.

Rehabilitate Parallel Taxiway (Apron to RW5 end) - FAA Project 3-42-0500-50-2016

A pre-construction meeting was held on Sept. 1, 2016, and 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 is ongoing.

Terminal Addition

Mr. Kunselman said design of the project is proceeding as directed.

ROSTRAVER AIRPORT:

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

The engineer reported that the first phase of work has been completed. The project is scheduled to re-start this month.

Westmoreland County Airport Authority

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

Mr. Kunselman reported that construction began on Oct. 17, 2016, and is substantially complete. Efforts are underway to schedule a final inspection of the project.

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

Arnold Palmer Regional Airport

Latrobe Project 50-16 (Rehab Parallel TW apron to RW5 end) Requisition No. 3, totaling \$3,601.88.

Latrobe Project 51-16 (Expanded Terminal Parking) Requisition No. 2, totaling \$109,754.68.

Latrobe ADP AA-00023 (Security Improvements/Construct Access Road) Requisition No. 5, totaling \$373,724.00.

Latrobe Bond Fund 2014 Construction Fund Deposit Requisition No. 9, totaling \$235,175.92.

Special Projects Account No. 7110075814

Requisition No. 164, totaling \$105,755.03.

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

Solicitor's Report - Mr. Hewitt reported that a decision was entered on Oct. 27, 2016, in the case involving the proposed cell tower on the Pershing Park site, located near the airport. The Westmoreland County Common Pleas Court decision overturns the Untiy Township Zoning Hearing Board ruling that blocked erection of the tower, meaning that the tower may now be constructed.

Mr. Hewitt also reported on an addendum to an existing lease with Greyhound that prohibits accessing any data on an existing computer system that the bus company has at the airport. He recommended that the board authorize Mr. Monzo to accept the addendum.

Upon the motion of Mr. Gera, seconded by Mr. Kilkeary, acceptance of the Greyhound lease addendum was approved unanimously.

Executive Director's Report - Mr. Monzo reported that next month's authority meeting, to be held Dec. 13, 2016, has been scheduled for 11 a.m. to observe the holidays. A light lunch will be served following the meeting.

Adjournment – There being no further business:

Upon the motion of Mr. Rossi, seconded by Mr. Gera, the meeting was unanimously adjourned at 9:31 a.m.

Westmoreland County Airport Authority

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

Tuesday, Dec. 13, 2016, at 11 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Grants Director

Approved by: Secretary