

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
Oct. 13, 2015**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, Oct. 13, 2015, at 9 a.m. at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

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

Edward Kilkeary Sr. - Vice Chairman
Donald Rossi - Treasurer
Janice Smarto - Secretary
Mark Gera - Assistant Secretary/Treasurer
Paul Puleo
P. Richard Ridilla

Also present were: Gabriel E. Monzo, Sr., authority Executive Director; Attorney Daniel Hewitt of McDonald Snyder P.C., authority solicitor; Scott Kunselman of GAI Consultants, authority engineer; Donald “Doc” Giffin, accompanying Arnold Palmer; reporters Nick Cammuso of the Latrobe Bulletin, Stacey Federoff of the Tribune Review and Greg Maxwell of WCNS; pilot Valetta Mowry; and authority administrative staff Linda Brasile and Dwayne Pickels.

Public Comment - none

Approval of Minutes

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

Arnold Palmer Regional Airport Treasurer’s Report by Mr. Rossi

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

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, financial statement, expenses disbursed and accounts payable for September, 2015, for Arnold Palmer Regional Airport were unanimously approved.

Rostraver Airport Treasurer’s Report by Mr. Rossi

Mr. Rossi reviewed financial statement, expenses disbursed and accounts payable for September, 2015, for Rostraver Airport.

Westmoreland County Airport Authority

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, financial statement, expenses disbursed and accounts payable for September, 2015, for Rostraver Airport were unanimously approved.

Property Committee - Mr. Kilkeary gave an update on the status of the hangar site preparation project that currently underway in the corporate hangar area. He said completion is anticipated by Dec. 31, 2015. He also noted that a number of improvements to the former Scaife Hangar have been completed.

Engineer's 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 underway and currently on schedule.

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. Contracts are in the process of being executed, he said.

Acquire Snow Removal Equipment FAA Project 3-42-0050-049-2015

The project consists of purchasing a new carrier vehicle with a 22-foot plow and a 20-foot rotary broom. The vehicle has been delivered, Mr. Kunselman said.

ROSTRAVER AIRPORT:

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

The engineer reported that work continues to execute aerial easements with the property owners. Tree removal work is expected to begin in November.

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

Arnold Palmer Regional Airport

Latrobe Project 44-13 (Master Plan Update) Requisition No. 21, totaling \$5,941.50

Latrobe Project 46-113 (Sustainability Master Plan) Requisition No. 17, totaling \$1,588.40

Latrobe Project 49-15 (Acquire SRE/ACTC Upgrade) Requisition No. 2, totaling \$550,111.86

Latrobe MMA-001 (BOA Multi-modal, Corporate Hangar Project) Requisition No. 1, totaling \$327,957.38

Rostraver Airport

Rostraver Project 23-15 (Obstruction Removal Phase II) Requisition No. 2, totaling \$26,669.43

Westmoreland County Airport Authority

Special Projects Account No. 7110075814

Requisition No. 151, totaling \$170,128.55

Upon the motion of Mr. Rossi, seconded by Mrs. Smarto, requisitions for October, 2015, were unanimously approved.

Director's Report

Mr. Monzo reported that he has received requests from Uber drivers to operate at the airport. With the authority's consent, he said he will work with the solicitor to develop a policy.

Training on the new snow removal equipment will begin this week, Mr. Monzo added.

Chairman's Report - Mr. Kilkeary expressed his satisfaction with the new snow removal equipment and credited the maintenance staff that operates and maintains the equipment. "They are a magnificent group of people," he said.

Adjournment – There being no further business, the meeting was adjourned at 9:13 a.m.

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

Tuesday, Nov. 10, 2015, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:

Secretary