

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
September 13, 2016**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, September 13, 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
P. Richard Ridilla
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; Donald “Doc” Giffin, representing Mr. Palmer; reporters Joe Napsha of the Tribune Review and Sean Myers of WHJB; pilot Valetta Mowry; and authority administrative staff Linda Brasile and Dwayne Pickels.

Public Comment - none

Approval of Minutes

Upon the motion of Mr. Puleo, seconded by Mr. Ridilla, the minutes from the August 9, 2016, meeting were unanimously approved.

Arnold Palmer Regional Airport Treasurer’s Report

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

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

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

Finance Committee Report - Mr. Puleo reported that the committee will meet with county Commissioners later this month to review the authority's budget at the commissioners' request.

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)

A pre-construction meeting was held on Sept. 1, 2016, and work is slated to begin later this week. The engineer recommended approval of two subcontractor agreements for the project between Loyalhanna Environmental Services and Kowatch Electric and Ligonier Construction.

Upon the motion of Mr. Gera, seconded by Mr. Puleo, the subcontractor agreements were unanimously approved.

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 mid October, Mr. Kunselman said.

Expand Terminal Parking - FAA Project 3-42-0500-51-2016

Mr. Kunselman reported that a pre-construction meeting was held on Sept. 1, 2016, and work is tentatively planned to begin in mid October.

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 will be finished in the fall.

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

Mr. Kunselman reported that a pre-construction meeting was held Sept. 1, 2016, and construction is tentatively planned to begin in mid October.

Promotions/PR/Events Committee Report

Mr. Rossi reported that a meeting was held to discuss terminal expansion plans. "We recommend that we put off further discussion until we know more about what's going on with the terminal," Mr. Rossi said.

Mr. Kilkeary noted that there were 156 passengers who flew in on a Jet Blue charter yesterday, all bound for Mr. Palmer's golf outing. "Everything was perfect. The airport staff, and some of my people, did a perfect job, and we would like to thank the airport staff," Mr. Kilkeary said.

Mr. Monzo reported that there are possibilities of a concert and night show being considered for the Friday night time period of the 2017 air show, set for June 24 and 25, 2017. "I'll meet with the committee and we'll talk about the possibilities," Mr. Monzo said.

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

Arnold Palmer Regional Airport

Latrobe Project 50-16 (Rehab Parallel TW apron to RW5 end) Requisition No. 1, totaling \$64,603.90.

Latrobe Project 51-16 (Expanded Terminal Parking) Requisition No. 1, totaling \$80,165.33.

Latrobe ADP AA-00023 (Security Improvements/Construct Access Road) Requisition No. 3, totaling \$172,422.73.

Latrobe Bond Fund 2014 Construction Fund Deposit Requisition No. 8, totaling \$10,789.16.

Rostraver Airport

Rostraver Project 24-16 (Rehab GA TW) Requisition No. 1, totaling \$30,409.77.

Rostraver ADP-2015-West.Co. AA-00040 (Acquire SRE) Requisition No. 1, totaling \$57,536.

Special Projects Account No. 7110075814

Requisition No. 162, totaling \$120,058.11.

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

Solicitor's Report - Mr. Hewitt reported that Ron DeNunzio has submitted notice of his plan to exercise the final five year option under his current lease, which would run from 2017 through 2022.

Upon the motion of Mr. Puleo, seconded by Mr. Kilkeary, a motion to acknowledge his intent to exercise the last option in the current lease was unanimously approved.

Westmoreland County Airport Authority

Executive Director's Report - Mr. Monzo reported that he met with FAA officials last week at the Pennsylvania Aviation Conference to discuss a need to realign the authority's ACIP to expedite runway resurfacing projects at Arnold Palmer Regional and Rostraver airports due to the age of the runway.

"But I'm happy to say that the FAA is willing to go ahead and fund full overlays at both airports," Mr. Monzo said. "And the nice part is that there is discretionary money that we think will become available. That's really good news for us. It gets both of our runways in tip top shape. It will put us in good position down the road."

Chairman's Report - Vice Chairman Janice Smarto welcomed new authority member Vincent Finoli to the board.

Adjournment – There being no further business,

Upon the motion of Mr. Kilkeary, seconded by Mr. Puleo, the meeting was unanimously adjourned at 9:19 a.m.

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

Tuesday, Oct. 11, 2016, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by: Secretary