



Westmoreland County Airport Authority

**Westmoreland County Airport Authority
Committee and Regularly Scheduled Meeting
Aug. 11, 2009**



Committee Meeting

Authority Chairman Anthony Ferrante called the committee meeting to order at 8:30 a.m. and welcomed new authority member Edward Kilkeary Sr., who was appointed by the county commissioners to fill the unexpired term of Gerald Hagan, who passed away earlier this year.

Airport Open House

Mr. Ferrante reported on the “Westmoreland Wings & Wheels” open house event held at Arnold Palmer Regional Airport on Aug. 8 and 9, 2009.

Mr. Monzo commended all of the maintenance and administrative staff and others who volunteered “to put it all together. It was a great weekend and I think everyone was very pleased. The community supported it. We had about 1,000 people attend on Saturday and I think about 800 people here on Sunday. The memorial service was very nice and the equipment looked very sharp. Thank you to everyone who helped and was involved.”

An Executive Session was held from 8:37 to 8:55 to discuss personnel matters.



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Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, Aug. 11, 2009, at 9 a.m. at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

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

Anthony Ferrante - Chairman
R. Geraldine Drake - Vice Chairman
Donald Rossi - Secretary
John Finfrock – Treasurer
Oland Canterna - Asst. Secretary/Treasurer
Mark Gera
Arnold Palmer
Janice Smarto

Also present were: Authority Executive Director Gabe Monzo; Attorney Donald Snyder of McDonald, Snyder & Lightcap, authority solicitor; Edward Nasuti of Lee-Simpson Associates, authority engineer; Donald “Doc” Giffin, accompanying Mr. Palmer; Dan Kilkeary of LJ Aviation; reporters A.J. Panian of the Tribune-Review and Shawn Curtis of the Latrobe Bulletin; pilot Valetta Mowry; and authority administrative staff Linda Brasile and Dwayne Pickels.

Approval of Minutes

Upon the motion of Ms. Drake, seconded by Mrs. Smarto, minutes from the July 14, 2009, committee and regular meetings were unanimously approved.

Public Comments – Valetta Mowry reported that the AOPA presentation she performed at the Open House over the weekend was well received and that the B-17 was very popular among those who attended the event.

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

Mr. Finfrock reviewed financial statement, expenses disbursed and accounts payable for July, 2009, for Arnold Palmer Regional Airport.



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Upon the motion of Ms. Drake, seconded by Mr. Gera, financial statement, expenses disbursed and accounts payable for July, 2009, for Arnold Palmer Regional Airport were unanimously approved (copies attached).

Rostraver Airport Treasurer's Report by Mr. Finfrock

Mr. Finfrock reviewed financial statement, expenses disbursed and accounts payable for July, 2009, for Rostraver Airport.

Upon the motion of Mr. Canterna, seconded by Ms. Drake, financial statement, expenses disbursed and accounts payable for July, 2009, for Rostraver Airport were unanimously approved (copies attached).

Chairman's Report – Mr. Ferrante deferred his report to later in the meeting.

Committee Reports – None

Engineer's Report by Edward Nasuti

Arnold Palmer Regional Airport

Corporate Hangar Area Project - Contract No. 93 - Mr. Nasuti reported that Arcon Contracting continues to make progress with a scheduled completion in September. Both new T-hangar buildings have been erected and paving for the ramps has been accomplished, with paving at the LJ hangar ramp scheduled to commence the week of Aug. 24, he said.

Rehabilitate Air Traffic Control Tower - Contract No. 88 - Mr. Nasuti reported that the contractor, Darr Construction Inc., is proceeding with the work. New radios have been installed and a majority of the interior renovations have been completed. The contractor will proceed with exterior work this week. Mr. Nasuti also presented a change order for the project. FAA Facilities has requested some addition some additional grounding and conduit for their equipment in the tower cab and airport management also requested some minor additional items, he said, citing a total amount of Change Order No. 1 at \$16,449. PennDOT approval has been granted on the change order request, he added, recommending that the authority also grant its consent. The items are eligible for FAA funding and the authority's share would be 2.5%, or roughly \$400, Mr. Nasuti said.

Upon the motion of Mr. Gera, seconded by Mr. Rossi, Change Order No. 1, totaling \$16,449, was approved unanimously (copies attached).



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Upgrade MALSR and Terminal Utilities Upgrade - Contracts Nos. 94 & 95

Mr. Nasuti said that contractor Dave Kronenwetter has approved shop drawings for the MALSR project and has ordered equipment that is expected to be delivered later this month. Construction is expected to begin shortly after that delivery. The contractor plans to complete the Terminal Utilities Upgrade project simultaneously with the MALSR work.

Acquire Snow Removal Equipment -

The new vehicle has been received from Day Chevrolet. A final inspection for the vehicle will be scheduled, he said, noting that he expects to recommend acceptance to the authority at its September meeting.

Entrance Sign - Contract No. 96

The contract for the new sign will be executed today with the contractor, Institutional Specialties, Inc. The new sign is scheduled to be installed on Sept. 8, 2009, Mr. Nasuti said.

Sanitary Sewer System Upgrades - Contract No. 97

Mr. Nasuti reported that the project was awarded to Insite Pipe Contracting L.P. of Harmony, Pa., and that a pre-construction meeting will be scheduled for later this month. Work is expected to begin in September.

Acquire ARFF Vehicle - Contract No. 98

Bids were received for the new ARFF vehicle on July 20, 2009. Osh Kosh Corporation submitted the lone bid with a total cost of Base Bid plus Alternate equipment of \$885,287, "which was well within the budget established for the project," Mr. Nasuti said, recommending award of the contract to Osh Kosh pending receipt of federal AIP grant funding for the project from the FAA's Harrisburg Airport District Office.

Upon the motion of Mr. Gera, seconded by Mr. Canterna, the contract for the ARFF vehicle was awarded to the Osh Kosh Corporation in the amount of \$885,287 unanimously, pending receipt of grant award confirmation.

Rehabilitate Main Access Road - Contract No. 86

Mr. Nasuti reported that four bids were received for the project on July 20, 2009, and recommended award to the low bidder, pending receipt of grant funding.

Upon the motion of Mr. Gera, seconded by Mr. Finrock, the Access Road Rehabilitation project was unanimously awarded to Michael Facchiano Contracting Inc. of Pittsburgh in the amount of \$159,709, pending receipt of grant award confirmation.



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Rostraver

Rehabilitate Parallel Taxiway Lighting and Signs (Phase II) - Contract No. 18

Tech Services Inc. will finish Phase II work during the week of Aug. 10, 2009. A final inspection will be scheduled later this month and a recommendation of acceptance is anticipated at the Authority's September meeting, Mr. Nasuti reported.

Rehabilitate Parallel Taxiway Lighting and Signs (Phase III) - Contract No. 19

Six bids were received on July 20, 2009, Mr. Nasuti said, recommending award to the low bidder, pending receipt of Part B AIP grant funding from the FAA.

Upon the motion of Ms. Drake, seconded by Mr. Gera, the contract was unanimously awarded to Tech Services Inc. in the amount of \$128,529.50, pending receipt of grant award confirmation.

Requisitions by Mr. Pickels

Mr. Pickels reviewed the requisitions for August.

Arnold Palmer Regional Airport (Latrobe) - Project 29-06 Requisition No. 22, totaling \$8335; Project 34-09 Requisition No. 6, totaling \$43,307.12; ACB-2008-WESTMORELAND CO AA-00003 (Corporate Hangar Area, Capital Budget Project) Requisition No. 5, totaling \$216,839.75.

Rostraver Airport – Project 14-09 Requisitions No. 7, totaling \$128,561.73; First Commonwealth Account No. 7110075814 Requisition No. 73, totaling \$3,819.44; Construction Fund Investment Account (Series 2009) Requisitions No. 11, totaling \$232,282.74.

Upon the motion of Ms. Drake, seconded by Mr. Palmer, the requisitions for August were unanimously approved (copies attached).

Solicitor's Report by Donald Snyder

Mr. Snyder noted that a brief executive session was held during the committee meeting immediately prior to this meeting (8:37 to 8:55 a.m.) for the purpose of discussing personnel matters.

He also reported that Westmoreland Aviation Academy lease has been received, replacing the lease with Fly Wright Aviation, which has been terminated, as authorized at the Authority's July meeting.



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Executive Director's Report - by Gabe Monzo

Mr. Monzo discussed a recent letter from the U.S. Department of Homeland Security Transportation Security Administration stating its intention to “de-federalize” (remove passenger screening equipment from) Arnold Palmer Regional Airport as of Oct. 31, 2009. TSA cited Delta’s recent pull-out as reason for the decision.

Mr. Monzo said he has responded to the letter with a request to continue service here to the charter operations that continue at the airport and requested that they reconsider de-federalization. “Those put about 6,000 people a year through this airport, which count toward our emplanements that are used to calculate our entitlement funding. I have also sent to this response to our Congressmen and Senators, and am waiting for an answer from the TSA. What this means to us is, if we lose our TSA, we would have to hire employees and buy equipment to do the screening. If we have to pass these costs on to the charter operators, quite frankly, they’ll probably never come back. So we’re good until Oct. 31, and I’ll wait to here what their response is.” Mr. Monzo also noted that if the airport does not enplane 10,000 passengers a year, AIP entitlement funding will be in jeopardy.

Mr. Monzo also report that the authority is once again eligible for Small Community Air Service Development (SCASD) grant from the U.S. Department of Transportation. The SCASD program was extremely beneficial in landing Northwest Airlines in 2004. Mr. Monzo said the Boyd Group -- the airline consulting firm that was instrumental in acquiring the previous grant, has offered to prepare the new application “at the same cost as last time, \$7,450, which I think is very reasonable. We do have the money in the special projects account to pay for that and I would ask for permission to go ahead and do that.”

Following some discussion, upon the motion of Mr. Finfrock, seconded by Ms. Drake, authorization to enter into an agreement with the Boyd Group to pursue the SCASD grant at a cost of \$7,450 was granted unanimously.

Mr. Monzo also reported that the U.S. Customs Service has once again declined to provide service to Arnold Palmer Regional. “The airport technical design standards do not meet their requirements,” he said, citing the response letter from the Customs Service. “So we did get an answer from them.” Mr. Monzo said he would continue to look into the issue.

Mr. Monzo said he will meet with United Express in Memphis at the end of August to discuss flights to Dulles. “They have shown interest, and we’re going to go talk to them to find out what their interest is,” he said, citing another potential with a different air-service provider to fly Beech 19s to Pittsburgh. “Those are the only two prospects we have at this time.”



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For maintenance, “generally, they did a lot of grass mowing, enhanced taxiway markings, replacement of a garage door and lots of painting. And, of course, the open house...they did a bang-up job on that,” he said.

Mr. Monzo also commended the Latrobe Foundation for the job they did on the flowers at the front entrance and asked for consent to donate \$1,000 for the service for the year. “And that’s about exactly what it cost them to do it,” he said.

Upon the motion of Ms. Drake, seconded by Mr. Finfrock, the authority unanimously agreed to donate \$1,000 to the Latrobe Foundation for the maintenance of the flower beds at the airport.

Repairs to the concrete in the walkway in front of the terminal were also completed, he added.

Control Tower Report - by Dwayne Pickels

Mr. Pickels reported that there were 2,965 aircraft operations at Arnold Palmer Regional Airport in July. A copy of the report is attached to these minutes.

Unfinished Business – None

New Business – A discussion ensued about the “Westmoreland Wings & Wheels” Airport Open House held Saturday and Sunday, Aug. 8 and 9, 2009.

Mr. Finfrock commended Mr. Monzo for his performance over the past year. “This place has been run very efficiently by that man. He has done a great job,” he said.

Adjournment – There being no further business, the meeting was adjourned at 9:45 a.m.

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

Tuesday, Sept. 8, 2009, at 9:00 a.m. at Arnold Palmer Regional Airport.

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:
Secretary