

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
April 11, 2017**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, April 11, 2017, at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

Authority 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 - Chairman
Paul Puleo - Treasurer
Donald Rossi - Asst. Sec./Treasurer
Mark Gera
Donald "Doc" Giffin
Edward Kilkeary Sr.
P. Richard Ridilla

Also present were: Executive Director Gabriel E. Monzo, Sr.; Attorney Daniel Hewitt of McDonald Snyder P.C., authority solicitor; Scott Kunselman of GAI Consultants, authority engineer; reporter Nick Cammuso of the Latrobe Bulletin; and authority administrative staff Linda Brasile and Dwayne Pickels.

*An Executive Session was called to discuss real estate matters.
The meeting was reconvened at 9:03 a.m.*

Public Comment - none

Approval of Minutes

Upon the motion of Mr. Kilkeary, seconded by Mr. Ridilla, minutes of the March 14, 2017, 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 March, 2017, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Gera, seconded by Mr. Giffin, financial statement, expenses disbursed and accounts payable for March, 2017, 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 March, 2017, for Rostraver Airport.

Upon the motion of Mr. Gera, seconded by Mr. Giffin, financial statement, expenses disbursed and accounts payable for March, 2017, 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 both plans are pending final ALP review from FAA.

Acquire Security Equipment (BOA ADP-2015-00023)

Work by DES is expected to be completed this month, he said.

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

Construction began on March 27, 2017, and is going according to schedule, Mr. Kunselman said.

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

Mr. Kunselman reported that work began on Oct. 17, 2016, and was suspended with plans to resume in the spring due to weather conditions. The project will resume on Apr. 17, 2017. The Engineer requested approval of Change Order No. 2 for \$7,670.71 for wedge curb and fencing. The request has received approval from FAA and PennDOT Bureau of Aviation.

Upon the motion of Mr. Puleo, seconded by Mr. Kilkeary, Change Order No. 2 in the amount of \$7,670.71 for wedge curbing and fencing was unanimously approved.

Rehabilitate and Strengthen RW 5-23

The project will involve crack repair, milling, pavement overlay and marking for the full length of Runway 5-23. Design is complete and will be advertised shortly, Mr. Kunselman said.

Terminal Arrivals Vestibule

Mr. Kunselman said bids were opened and recommended that contracts be awarded to Swede Construction of Elizabeth for the general contract in the amount of \$35,400 and to Whitby Inc. of Uniontown in the amount of \$15,600 for HVAC, contingent upon PennDOT BOA concurrence.

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, contracts for the Terminal Arrivals Vestibule project were unanimously awarded to Swede Construction of Elizabeth for general contracting in the amount of \$35,400 and Whitby Inc. of Uniontown for HVAC in the amount of \$15,600, contingent upon FAA and BOA concurrence.

No bids were received for the electrical portion of the project. That contract will be re-advertised.

New Airport Access Road

The project will connect the airport roadway system directly to SR981 at the roundabout being constructed by the state Department of Transportation, as well as make needed improvements to other road areas. PennDOT BOA has reviewed and approved the bid package and the engineer requested approval to bid the project.

Upon the motion of Mr. Giffin, seconded by Mr. Puleo, authorization to bid the New Airport Access Road project was granted unanimously.

Mr. Hewitt noted that the project has received Unity Township Planning Commission approval, and is expected to be approved by Unity Township Supervisors this week.

ROSTRAVER AIRPORT:

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

A final inspection was held on April 6, 2017, and the project was found to be substantially complete. A few punch list items remain to be addressed, the engineer said.

Rehabilitate RW 8-26

Mr. Kunselman reported that the project will include crack repair, milling, pavement overlay and marking for the full length of Runway 8-26. Design is complete and the project will be advertised for bid shortly.

Requisitions - Mr. Pickels reviewed the requisitions for April, 2017.

Arnold Palmer Regional Airport

Latrobe Project 50-16 (Rehab Parallel TW) Requisition No. 6, totaling \$11,922.39.

Latrobe ADP AA-00023 (Security Improve/Access Road) Requisition No. 10, totaling \$12,055.90.

Latrobe Bond Fund 2014 Construction Fund Deposit Requisition No. 14, totaling \$62,953.40

Rostraver Airport

Rostraver Project 23-15 (Obstruction Removal Ph. II) Requisition No. 16, totaling \$56,032.04.

Rostraver Project 24-16 (Rehab GA TWs) Requisition No. 5, totaling \$471.16

Special Projects Account No. 7110075814

Requisition No. 169, totaling \$26,098.43.

Upon the motion of Mr. Kilkeary, seconded by Mr. Giffin, requisitions for April, 2017, were approved unanimously.

Westmoreland County Airport Authority

Solicitor's Report

Mr. Hewitt reported that there were minor revisions to the agreement with the Haines Family Trust to acquire two properties — a residential property and a 3.15-acre tract — for a total of \$185,000 and requested a motion to approve the revisions.

Upon the motion of Mr. Puleo, seconded by Ridilla, minor changes to the purchase agreement with the Haines Family Trust were unanimously approved.

Executive Director's Report

Mr. Monzo reported that, on March 18, 2017, there was an evacuation of the terminal building due to a security incident. "It turned out to be nothing, but it was a good exercise for everybody. Everyone did a wonderful job."

An evacuation drill will be held on May 15, 2017, and the required Triennial Drill will be held on May 17, 2017, he added.

Passenger numbers for March were a new record, totaling roughly 4,000 more than last year, Mr. Monzo reported.

The Director also reviewed the lineup for the upcoming air show. "We're hoping for good weather and we think it's going to be a fantastic show," he said.

Adjournment – There being no further business, the meeting was adjourned at 9:19 a.m.

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

May 9, 2017, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant