

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
August 9, 2016**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, August 9, 2016, at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

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

Arnold Palmer - Chairman
Janice Smarto - Vice Chairman
Samuel Scanlon - Secretary
Paul Puleo - Treasurer (by phone)
Donald Rossi - Asst. Secretary/Treasurer
Edward Kilkeary Sr.
Mark Gera
P. Richard Ridilla

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

Brandon Baldauf and Corey Johnson of Zelenkofske Axelrod LLC reported on the 2015 audits. “Things are looking solid here, from a financial perspective,” Mr. Johnson said. “This year went very smoothly from the audit side.”

Upon the motion of Mr. Rossi, seconded by Mrs. Smarto, the 2015 audits were accepted unanimously.

Public Comment - none

Approval of Minutes - Mr. Hewitt explained that, due to a lack of quorum at the July meeting, a motion would be in order to approve the minutes from the June and July meetings and to ratify all items reviewed and discussed at the July meeting.

Upon the motion of Mr. Gera, seconded by Mr. Puleo, all items reviewed and discussed at the July meeting were unanimously approved, as were the minutes from the June and July, 2016, meetings.

Arnold Palmer Regional Airport Treasurer's Report

Mrs. Smarto reviewed financial statement, expenses disbursed and accounts payable for July, 2016, for Arnold Palmer Regional Airport.

Upon the motion of Mrs. Smarto, seconded by Mr. Scanlon, financial statement, expenses disbursed and accounts payable for July, 2016, for Arnold Palmer Regional Airport were unanimously approved.

Rostraver Airport Treasurer's Report

Mrs. Smarto reviewed financial statement, expenses disbursed and accounts payable for July, 2016, for Rostraver Airport.

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

At 9:08 a.m., an Executive Session was called to discuss real estate matters. The meeting reconvened at 9:39 a.m.

Mr. Mark Cestari, executive vice president business development for Southern Airways Express, explained that the airline is interested in initiating service between Arnold Palmer Regional and Pittsburgh International Airport.

"We currently have a focus city at Pittsburgh, where we service communities throughout Pennsylvania, New York and Maryland, and we would like to add Latrobe to that mix starting some time in the fourth quarter of 2016," Cestari said.

Southern Airways, based in Memphis, Tenn., envisions the 9-passenger flights to be complementary, not competitive, with the Latrobe airport's current service. "Spirit services primarily leisure markets in Florida, and we see our profile customer as someone who needs to get to business destinations," he said.

Upon the motion of Mr. Gera, seconded by Mr. Rossi, Southern Airways' proposal was referred to committee for discussion and review.

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 work is completed and the engineer is addressing FAA comments on the plans and ALP.

Acquire Security Equipment (BOA ADP-2015-00023)

This project will involve purchase, installation and construction for security improvements at APRA. Improvements will be made to ID media, camera equipment and coverage, radios, data

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connectivity and storage and a security vehicle will be purchased. The purchase of the communications, security equipment and vehicle will be completed under the guidelines of the PennDOT Bureau of Aviation and the Costars program in the approximate amount of \$800,000. The engineer requested ratification of advertising for bids for electrical construction with an opening date of Aug. 4, 2016, and awarding the contract low bidder Loyalhanna Environmental Services Inc. in the amount of \$112,783, representing the base bid, contingent upon BOA concurrence.

Upon the motion of Mrs. Smarto, seconded by Mr. Rossi, the advertising was unanimously ratified and the contract was awarded in the amount of \$112,783 to Loyalhanna Environmental Services Inc.

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

Bids were opened on June 9, 2016, and the grant application has been submitted to FAA, Mr. Kunselman said. The engineer recommended awarding the contract to low bidder Derry Construction Inc. in the amount of \$1,240,094.50, representing the base bid and Alternate No. 1, contingent upon BOA concurrence.

Upon the motion of Mr. Gera, seconded by Mr. Puleo, the contract was unanimously awarded to Derry Construction Inc. in the amount of \$1,240,094.50.

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

Mr. Kunselman reported that bids for the project were opened on June 2, 2016, and the grant application has been submitted to FAA. The engineer recommended awarding the contract to low bidder A. Liberoni, Inc., in the amount of \$661,509.44, representing the base bid plus alternates No. 1 and No. 2, contingent upon BOA approval.

Upon the motion of Mr. Gera, seconded by Mr. Rossi, the contract was awarded unanimously to A. Liberoni, Inc., in the amount of \$661,509.44.

Corporate Hangar Apron

The engineer reported that the project is complete. A final inspection was held on Nov. 5, 2015. Punch list items have been completed and the engineer recommended final acceptance of the project.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, the project was unanimously accepted as final.

Terminal Addition

Mr. Kunselman said design of the project is proceeding.

ROSTRAVER AIRPORT:

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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-XX-2016

Mr. Kunselman reported that bids for the project were opened on June 2, 2016, and the grant application has been submitted to FAA.

The engineer recommended that the contract be awarded to low bidder JJ Cunningham, LLC, in the amount of \$97,591, representing the base bid and deduct Change Order No. 1, contingent upon FAA and BOA concurrence.

Upon the motion of Mrs. Smarto, seconded by Mr. Rossi, the contract was unanimously awarded to JJ Cunningham, LLC, in the amount of \$97,591 with the contingencies stated.

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

Arnold Palmer Regional Airport

Latrobe - MMA-2015 West. Co. AA-00001 (Corp. Hangar) Requisition No. 6, totaling \$4,500

Latrobe ADP AA-00023 (Security Improvements/Construct Access Road) Requisition No. 2, totaling \$13,643.70

Latrobe Bond Fund 2014 Construction Fund Deposit Requisition No. 7, totaling \$201,332.98

Rostraver Airport

Rostraver Project 23-15 (Obstruction Removal Phase II) Requisition No. 12, totaling \$655.57

Special Projects Account No. 7110075814

Requisition No. 161, totaling \$12,209.19

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

Executive Director's Report - Mr. Monzo reported that Arnold Palmer Regional Airport tallied 181,445 enplanements during the most recent period, placing LBE 26th out of 58 airports in the FAA's Eastern Region.

Adjournment – There being no further business, the meeting was adjourned at 9:55 a.m. The next Regular Meeting of the Westmoreland County Airport Authority will be held:

Tuesday, Sept. 13, 2016, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by: Secretary