

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
August 12, 2014**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, Aug. 12, 2014, at 9 a.m. at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

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

Oland Canterna - Chairman
Edward Kilkeary, Sr. - Vice Chairman
Anthony Ferrante - Secretary
Donald Rossi - Assistant Secretary/Treasurer
Mark Gera
Arnold Palmer
P. Richard Ridilla

Also present were: Executive Director Gabriel E. Monzo, Sr.; Attorney Donald Snyder of McDonald, Snyder & Lightcap, authority solicitor; Scott Kunselman of GAI Consultants, authority engineer; Mark Breukink and Zachary Puchacz of Mead & Hunt; Thomas Lynch, authority Bond Counsel; Michael Zubasic of PNC Financial Services; Donald “Doc” Giffin, accompanying Arnold Palmer; reporters Nick Cammuso of the Latrobe Bulletin and Stacey Federoff of the Tribune Review; Valetta Mowry; and authority administrative staff Linda Brasile and Dwayne Pickels.

Public Comment - None

Mr. Lynch presented, reviewed and recommended adoption of a resolution to authorize a bond issuance of up to \$4.5 million to fund airport terminal improvement projects.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, a resolution to authorize all action necessary to issue a bond of up to \$4.5 million was unanimously adopted (copy of resolution attached).

Approval of Minutes

Upon the motion of Mr. Ferrante, seconded by Mr. Ridilla, minutes of the July 8, 2014, Regular Meeting were unanimously approved.

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

Mr. Ferrante reviewed financial statement, expenses disbursed and accounts payable for July, 2014, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, the financial statement, expenses disbursed and accounts payable for July, 2014, for Arnold Palmer Regional Airport were unanimously approved (copies attached).

Rostraver Airport Treasurer's Report by Mr. Ferrante

Mr. Ferrante reviewed financial statement, expenses disbursed and accounts payable for July, 2014, for Rostraver Airport.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, the financial statement, expenses disbursed and accounts payable for July, 2014, for Rostraver Airport were unanimously approved (copies attached).

Finance Committee Report - Mr. Rossi

“There’s a lot going on. A lot is happening to the airport and a lot is going to happen in the next couple of years,” Mr. Rossi said. “Among which will be widening the runway to approximately 200 feet — 150 feet wide with 25-foot paved shoulders on each side — as well as a new terminal building addition, and we’re going to need this bond money plus all the federal, state and local aid that we can get to get through this. But we’re doing very well, and I don’t expect that it’s a problem that we can’t handle. So we’re moving on and everything looks great.”

Engineer's Report - by Mr. Kunselman

ARNOLD PALMER REGIONAL AIRPORT

Parallel Taxiway Rehabilitation FAA Project No. 3-42-0050-47-2014

Mr. Kunselman said the grant offer was received from the Federal Aviation Administration’s Harrisburg Airports District Office in the amount \$994,156 and recommended acceptance of the FAA Airport Improvement Program grant.

Upon the motion of Mr. Gera, seconded by Mr. Rossi, acceptance of FAA AIP grant 47-14 in the amount of \$994,156 was unanimously approved.

Public Safety Building

Mr. Kunselman said the project is substantially complete with several punch list items remaining to be finished. He presented Change Order No. 4 under the electrical contract with Darr Construction, which represents an additional \$1,367.88 in costs for an additional fence/gate keypad. The PennDOT Bureau of Aviation has concurred and funding is available, he said.

Upon the motion of Mr. Ferrante, seconded by Mr. Rossi, Change Order No. 4 for the electrical contract in the amount of \$1,367.88 to Darr Construction was unanimously approved (copy attached).

Airport Master Plan - FAA Project 3-42-0050-044-2013

Airport Sustainable Master Plan - FAA Project 3-42-0050-46-2013

Mr. Kunselman said work is proceeding and a progress review meeting was held yesterday, Aug. 11, 2014.

Mark Breukink of Mead & Hunt was also present to address questions on the draft plan.

Terminal Restrooms

The contractor will address remaining punch list items when weather permits, the engineer said.

Main Terminal Apron Rehabilitation - FAA Project No. 3-42-0050-48-2014

Mr. Kunselman said a grant offer was received from the Federal Aviation Administration's Harrisburg Airports District Office in the amount \$99,646 and recommended acceptance of the FAA Airport Improvement Program grant.

Upon the motion of Mr. Ferrante, seconded by Mr. Rossi, acceptance of FAA AIP grant 48-14 in the amount of \$99,646 was unanimously approved.

ROSTRAVER AIRPORT:

Obstruction Removal - FAA Project No. 3-42-0061-021-2013

Plans are being generated for properties with identified obstructions for use by the appraisers.

Hangar Apron Rehabilitation - FAA Project No. 3-42-0061-22-2014

Mr. Kunselman said a grant offer was received from the Federal Aviation Administration's Harrisburg Airports District Office in the amount \$87,298 and recommended acceptance of the FAA Airport Improvement Program grant.

Upon the motion of Mr. Ferrante, seconded by Mr. Rossi, acceptance of FAA AIP grant 22-14 in the amount of \$994,156 was unanimously approved.

Promotions/PR/Events Committee Report - Mr. Ferrante reported that an air show wrap up meeting will be held Sunday, Aug. 24.

Requisitions - Mr. Pickels reviewed the requisitions for August, 2014.

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Latrobe Project 44-13 (Master Plan Update) Requisition No. 10, totaling \$14,108.50; Latrobe Project 45-13 (Rehab Parallel TW) Requisition No. 12 totaling \$769.39; Latrobe Project 46-13 (Sustainability Master Plan) Requisition No. 7 totaling \$7,805.92; Latrobe Project PSB-001 (Public Safety Building) Requisition No. 24, totaling \$78,919.89.

Rostraver Airport

Rostraver Project 21-13 (Obstruction Removal Ph.I) Requisition No. 8, totaling \$4,545.07

Special Projects Account No. 7110075814

Requisition No. 137, totaling \$126,978.23

Upon the motion of Mr. Rossi, seconded by Mr. Ferrante, requisitions for July, 2014, were unanimously approved (copies attached).

Solicitor's Report - Don Snyder

Mr. Snyder presented a request to extend the concession lease with Enterprise car rental, "basically on the same terms that it existed before." A copy of the lease is on file in the authority office.

Upon the motion of Mr. Ferrante, seconded by Mr. Kilkeary, extension of the concession lease with Enterprise was unanimously extended to 2018.

Mr. Snyder also presented a request from Uniflight West Penn Hospital seeking authorization to move forward with plans to construct a new hangar at Rostraver Airport, contingent upon receipt of state grant funding for the project.

Upon the motion of Mr. Kilkeary, seconded by Mr. Ferrante, authorization to proceed with plans for the project, contingent upon receipt of state grant funding, was approved unanimously.

Mr. Snyder presented a request from Allegheny General Hospital (AGH) to extend its lease at for its Lifeflight operation Rostraver Airport from Oct. 1, 2015, through Oct. 1, 2020. A copy of the lease is on file at the authority office.

Upon the motion of Mr. Rossi, seconded by Mr. Ferrante, the lease with AGH at Rostraver was extended unanimously.

Mr. Snyder also presented a request for a lessor consent and agreement from Huntingdon National Bank with respect to the Hudson Holding concerning the new state police hangar located along Route 981, near the Route 30 intersection. "This is standard fare," he said.

Upon the motion of Mr. Kilkeary, seconded by Mr. Rossi, the lessor consent and agreement was unanimously approved as presented.

Executive Director's Report

Mr. Monzo reported that interim guidance has been obtained from the Center for Disease Control concerning the Ebola virus. "Not that we anticipate any contact with it, but we thought that we'd better get something on the books, just in case."

Westmoreland County Airport Authority

In another matter, Mr. Monzo reported Shortly after last month's meeting, security was called to the restaurant because a gentlemen was choking. Security officer Keith Lewis was instrumental in saving the man's life, Mr. Monzo reported, "and he needs to be commended for that."

Chairman's Report - Mr. Canterna

"We had an incident here that happened at the airport, and I think that the people at this airport did a hell of a job. Everyone responded and it was handled and there were no problems after that," Mr. Canterna said, asking for a report on the suspicious package that was found at the airport last month.

Mr. Monzo explained that the device discovered by TSA officials did actually look a lot like an explosive device.

"We went through our emergency plan procedures, our staff was on site, and there were probably 400 in the terminal at that time" who were all evacuated, he said. "Fortunately, we were able to find the owner of the bag, we went down with the state police and he explained what it was." The device turned out to be a science project made by one of the passenger's children. It was an oversight on his part, but not a situation were there was anything harmful. So we cleared the incident. Nobody got hurt, and everybody was evacuated in a timely manner," he added. "You should be proud of the staff you have, because they sure performed on this one."

Unfinished Business -

Mr. Rossi thanked Mr. Ridilla for his assistance in acquiring the two buses that were recently purchase to shuttle passengers to and from the terminal.

Adjournment – There being no further business,

Upon the motion of Mr. Gera, seconded by Mr. Palmer, the meeting was adjourned at 9:35 a.m.

A PFC meeting will be held at 11 a.m. today.

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

Tuesday, Sept. 9, 2014, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:

Secretary