

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
February 10, 2015**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, Feb. 10, 2015, 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
Mark Gera - Assistant Secretary/Treasurer
Paul Puleo
Samuel Scanlan

Also present were: Gabriel E. Monzo, Sr., authority Executive Director; Attorney Daniel Hewitt of McDonald Snyder P.C., authority solicitor; Scott Kunselman of GAI Consultants, authority engineer; Donald “Doc” Giffin, representing Arnold Palmer; reporters Nick Cammuso of the Latrobe Bulletin and Stacey Federoff of the Tribune Review; Latrobe Airline Services Manager Jeffrey Minkovich; and authority administrative staff Linda Brasile and Dwayne Pickels.

Due to a lack of quorum, all action reviewed and discussed will be considered for ratification at the next authority meeting.

Public Comment - None

Approval of Minutes - *Deferred due to lack of quorum.*

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

Mr. Scanlon reviewed financial statement, expenses disbursed and accounts payable for January, 2015, for Arnold Palmer Regional Airport. *Approval deferred due to lack of quorum.*

Rostraver Airport Treasurer’s Report by Mr. Scanlon

Mr. Scanlon reviewed financial statement, expenses disbursed and accounts payable for January, 2015, for Rostraver Airport. *Approval deferred due to lack of quorum.*

Engineer’s Report - by Mr. Kunselman

ARNOLD PALMER REGIONAL AIRPORT

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

Mr. Kunselman said a Notice To Proceed is anticipated to be issued in the spring, 2015.

Public Safety Building

Mr. Kunselman said the project is substantially complete and the building is open for use. The contractor will complete the last of punch list items, particularly landscaping, in the spring.

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 continuing and advisory committee and public meeting were held on Jan. 29, 2015. Plans call for submission to FAA in April.

Corporate Hangar Apron

The engineer reported that the project design is complete and ready to go to bid. The Engineer requested permission to advertise for bids, pending approval to do so from the state Department of Transportation Office of Multimodal Transportation (MTF), which is in the process of issuing a grant for the project.

ROSTRAVER AIRPORT:

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

Plats are being generated for properties with identified obstructions for use by the appraisers based upon revised guidance received from the FAA in November, Mr. Kunselman said.

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

Mr. Kunselman said the project is substantially complete with some minor punch list items (seeding) to be completed in the spring. Final acceptance will be recommended at that time.

Promotions/PR/Events Committee - Mr. Monzo reported that an air show meeting was held on Jan. 21, 2015, in the Public Safety Building at 6 p.m. Another meeting is scheduled in March to review safety plans for the event. "So it's moving along," Mr. Monzo said. "It's going to be a fantastic show."

Requisitions - Mr. Pickels reviewed the requisitions for February, 2015.

Arnold Palmer Regional Airport

- Latrobe Project 44-13 (Master Plan Update) Requisition No. 15, totaling \$ 8,067.50
- Latrobe Project 46-13 (Sustainable Master Plan) Requisition No. 12, totaling \$24,035.20
- Latrobe Project 47-14 (Rehab Parallel Taxiway) Requisition No. 5, totaling \$6,186.44
- Latrobe ADP-2013-WestCo AA-00056 (Field Maint. Equip) Requisition No. 4, totaling \$740.18
- Latrobe Project PSB-001 (Public Safety Building) Requisition No. 30, totaling \$978.62

Rostraver Airport

Rostraver Project 22-14 (Hangar 102 Apron Rehab) Requisition No. 6, totaling \$2,212.18

Special Projects Account No. 7110075814

Requisition No. 143, totaling \$10,620.31

Westmoreland County Airport Authority

Mr. Hewitt explained that, under existing policies, payments of the requisitioned invoices can be issued. However, formal approval was deferred due to lack of quorum.

Solicitor's Report - Dan Hewitt

Mr. Hewitt reported that the lease for Mr. Ferrante's hangars has been finalized and will be submitted for ratification next month.

Mr. Hewitt also noted that the condemnation proposal from PennDOT for the V-10 project has been received and is pending FAA release.

Finally, the solicitor said he is working with Nicholas Barber from GAI and Gary Hayden from Hayden Appraisals concerning the appraisals needed for the Obstruction Removal project at Rostraver Airport. Work is anticipated to begin in early March in preparation for negotiating easements.

Director's Report - Mr. Monzo reported that an \$1,836 grant was received from the Latrobe Rotary Club for some additional equipment needed for the new Public Safety Building, including two television monitors, a console and a flag unit.

In another matter, with anticipated parking issues developing with the start of Myrtle Beach flights, contingency plans are in place, Mr. Monzo said, citing the closed RW 3-21.

Mr. Monzo also discussed the proposed Master Plan options displayed in the room, citing Option B as the preferred alternative - an extension of the terminal building to the east and relocation of the authority offices to the lower level.

Discussion was also held on the V-10 highway improvement project proposed by PennDOT, which will include a new entrance to the airport.

Chairman's Report - Mr. Canterna

Mr. Canterna reported that Latrobe Airline Services has been named by Spirit Airlines as the number one station in its category (C) for 2014 based on performance and other criteria. LAS Manager Jeff Minkovich credited the entire crew with the accolade. "They're a great team," he said. "They do a good job," Mr. Canterna agreed. "Everyone does."

Adjournment – There being no further business, the meeting was adjourned at 9:36 a.m.

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

Tuesday, March 10, 2014, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:

Secretary