

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
January 14, 2014**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, January 14, 2014, at 9 a.m. at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

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

Donald Rossi - Chairman
Edward Kilkeary, Sr. - Vice Chairman
Oland Canterna - Secretary
Anthony Ferrante - Treasurer
Janice Smarto

Also present were: Attorney Donald Snyder of McDonald, Snyder & Lightcap, authority solicitor; Scott Kunselman of GAI Consultants, authority engineer; Donald “Doc” Giffin, representing Arnold Palmer; reporters Stacey Federoff of the Tribune-Review and Nick Cammuso of the Latrobe Bulletin; pilot Valetta Mowry; and authority administrative staff Linda Brasile and Dwayne Pickels.

*AN EXECUTIVE SESSION WAS HELD FROM 9:01 to 9:39 a.m. TO DISCUSS
POTENTIAL LITIGATION MATTERS.*

Public Comment - None

Approval of Minutes

Upon the motion of Mrs. Smarto, seconded by Mr. Kilkeary, minutes of the Dec. 10, 2013, meeting were unanimously approved.

Reorganization: Election of Officers (as recommended by committee)

Proposed Slate of Officers for 2014:
Chairman - Oland Canterna
Vice Chairman - Edward Kilkeary Sr.
Secretary - Anthony Ferrante
Treasurer - Janice Smarto
Asst. Secretary/Treasurer - Donald Rossi

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, the proposed slate of officers for 2014 was approved unanimously.

Proposed Providers of Professional Services for 2014:

Executive Director - Gabriel E. Monzo, Sr.
Solicitor - McDonald, Snyder & Lightcap, P.C.
Engineer of Record - GAI Consultants, Inc.
Bond Counsel - Lynch & Lynch
Depository - First Commonwealth & Commercial Bank
Investment Banker - PNC Financial Services
Independent Auditor - Sarp & Co.

Upon the motion of Mrs. Smarto, seconded by Mr. Kilkeary, the proposed providers of professional services for 2014 was approved unanimously.

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

Mr. Ferrante reviewed financial statement, expenses disbursed and accounts payable for December, 2013, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Canterna, seconded by Mr. Kilkeary, the financial statement, expenses disbursed and accounts payable for December, 2013, 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 December, 2013, for Rostraver Airport.

Upon the motion of Mr. Canterna, seconded by Mrs. Smarto, the financial statement, expenses disbursed and accounts payable for December, 2013, for Rostraver Airport were unanimously approved (copies attached).

At this point, Mr. Rossi vacated the Chairman's Seat, turning it over to Mr. Canterna.

Engineer's Update - by Mr. Kunselman

Mr. Kunselman thanked the authority for reappointing GAI Consultants as the authority's engineer of record.

ARNOLD PALMER REGIONAL AIRPORT

MALSR Phase 3- FAA Project No. 3-42-0050-042-2012

The project is complete, Mr. Kunselman reported. A final inspection was held on Nov. 19, 2013. The engineer presented two changes orders for the project, the first of which represented \$13,364 in drainage improvements and erosion correction, and the second representing a \$9,600 deduction for final quantities adjustment, representing a total of \$3,764 in overall additional project costs. FAA and the PennDOT Bureau of Aviation have concurred with the change orders.

Upon the motion of Mr. Kilkeary, seconded by Mr. Ferrante, Change Order No. 3 in the amount of \$13,364 for drainage and erosion improvements was unanimously approved (copy attached).

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, Change Order No. 4 in the amount of -\$9,600 (DEDUCT) for final quantity adjustment was unanimously approved (copy attached).

Parallel Taxiway Rehabilitation - FAA Project No. 3-42-0050-45-2013

The project will consist of rehabilitation of the parallel taxiway to RW 5/23, Mr. Kunselman said. Design will be completed this year, with construction scheduled for 2014. Plans call for bidding the construction portion of the project in the spring.

Construct Public Safety Building

The engineer reported that work on the project resumed on Oct. 15, 2013. The project is scheduled for completion by Apr. 15, 2014.

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

A kickoff meeting was held on Oct. 10, 2013. Mr. Kunselman reported that work is progressing on the inventory and forecast sections of the plan. The aerial photograph for the mapping is complete and is awaiting completion of the supporting field survey to process.

Terminal Restrooms

Work on the project was substantially completed on Dec. 11, 2013. A final inspection was held on Dec. 20, 2013, Mr. Kunselman said, noting that several punch list items remain to be addressed by the contractor.

ROSTRAVER AIRPORT:

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

The grant has been received and a Notice to Proceed has been issued. Work is now proceeding on the project, Mr. Kunselman reported. The aerial photography for the mapping is complete, and is awaiting completion of supporting field survey to process.

Main Terminal Apron Rehabilitation - FAA Project No. 3-42-0061-020-2013

The project is complete and a final inspection was held on Nov. 19, 2013. The engineer recommended final acceptance of the project.

Upon the motion of Mr. Kilkeary, seconded by Mr. Rossi, the project was unanimously accepted as complete.

Promotions/PR/Events Committee Report - Mr. Ferrante

Mr. Ferrante reported that a meeting will be held at 8 a.m. Thursday, Jan. 16, 2014, with an advance team from the U.S. Navy Blue Angels, to discuss logistical needs for the demonstration team's performance at the 2014 Westmoreland County Air Show, to be held June 7 and 8, 2014. The media was invited to attend the arrival of the advance team on Wednesday, Jan. 15, 2014, at 4 p.m.

Mr. Monzo also reported that a local retired state police officer's son, who is serving in the military, has been sent a request to participate in the air show.

Requisitions - Mr. Pickels

Mr. Pickels reviewed the requisitions for January, 2014.

Arnold Palmer Regional Airport (Latrobe)

Latrobe Project 42-12 (MALSR) Requisition No. 15, totaling \$5,259.66; Latrobe Project 44-13 (Master Plan Update) Requisition No. 5, totaling \$22,614.95; Latrobe Project 45-13 (Rehab Parallel TW) Requisition No. 8, totaling \$2,947.09; Latrobe Project 46-13 (Sustainability Master Plan) Requisition No. 2, totaling \$312.50; Latrobe Project CB-2014-Westmoreland Co AA-000XXX (Terminal Restroom Addition) Requisition No. 1, totaling \$195,500; Latrobe Project PSB-001 (Public Safety Building) Requisition No. 18, totaling \$156,911.42.

Rostraver Airport

Rostraver Project 20-13 (Rehabilitate Main Terminal Apron) Requisition No. 7, totaling \$6,899.22.

Special Projects Account No. 7110075814

Requisition No. 130, totaling \$199,303.35

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

Executive Director's Report

Mr. Monzo reported that there were eight snow events in December, dropping a total of 17.5 inches on the airport. Total for the season is 23.5 inches.

He added that Spirit flew 6,762 passengers into and out of the terminal so far in January.

Chairman's Report by Mr. Rossi

Mr. Rossi reported that a replica of the 1916 Jenny aircraft is on display at the KLBE Aviation Museum. "It's really something quite unique to see," he said. "If you get a chance, stop up and see it."

Westmoreland County Airport Authority

Mr. Canterna reported that the 2013 edition of the annual Year in Review report was distributed to all members. A copy is attached to these minutes.

Mr. Canterna also commended Mr. Rossi for his past two years of service as chairman, noting that he will be “a tough act to follow...Don, you did fantastic job.”

“I didn’t do a job...WE did a job,” Mr. Rossi said. “We’re on the right track, we just need to keep our nose to the grindstone.”

“We have some good people on this board, and a good supporting staff,” Mr. Canterna agreed.

Adjournment – There being no further business,

Upon the motion of Mrs. Smarto, seconded by Mr. Ferrante, the meeting was adjourned at 10:02 a.m.

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

Tuesday, Feb. 11, 2014, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:

Secretary