

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
June 9, 2015**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, June 9, 2015, at 9 a.m. at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

Authority Oland “Dodo” 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
Donald Rossi - Treasurer
Mark Gera - Assistant Secretary/Treasurer
Arnold Palmer
Paul Puleo
P. Richard Ridilla
Samuel Scanlon

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; Ethan Hine of KTH Architects; Donald “Doc” Giffin, representing Arnold Palmer; reporters Nick Cammuso of the Latrobe Bulletin, Stacey Federoff of the Tribune Review and Greg Maxwell of WCNS; and authority administrative staff Linda Brasile and Dwayne Pickels.

AN EXECUTIVE SESSION WAS HELD FROM 9:01 TO 9:21 A.M. TO DISCUSS REAL ESTATE MATTERS.

Public Comment - Mr. Rossi congratulated Donald W. “Doc” Giffin, who, in his 49th year as Arnold Palmer’s primary staff assistant, was recently the recipient of the 2015 William D. Richardson Award, presented annually by the Golf Writers Association of America. Mr. Giffin was recognized at an awards dinner during the recent Masters Tournament. Giffin’s prior employment in journalism includes The Pittsburgh Press, 1953-62, as a golf writer, then beginning in 1963 as Press Secretary for the PGA Tour until he went to work for Mr. Palmer.

Approval of Minutes

Upon the motion of Mr. Puleo, seconded by Mr. Kilkeary, the minutes of the May 12, 2015, regular meeting were unanimously approved.

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

Mr. Rossi reviewed financial statement, expenses disbursed and accounts payable for May, 2015, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, financial statement, expenses disbursed and accounts payable for May, 2015, for Arnold Palmer Regional Airport were unanimously approved.

Rostraver Airport Treasurer's Report by Mr. Rossi

Mr. Rossi reviewed financial statement, expenses disbursed and accounts payable for May, 2015, for Rostraver Airport.

Upon the motion of Mr. Kilkeary, seconded by Mr. Gera, financial statement, expenses disbursed and accounts payable for May, 2015, for Rostraver Airport were unanimously approved.

Rostraver Committee - Mr. Monzo reported that he has received an inquiry from a person who is interested in building T Hangars at Rostraver Airport. Mr. Monzo said he has requested more details and will forward that information to the committee for review once it is received.

Engineering Committee - Mark Gera

Consultant Selection - Mr. Gera reported that the committee had reviewed four proposals that were received for engineering services and recommended that GAI Consultants be selected as the authority's primary engineering consultant for the next five years. "We went through all of the proposals and we felt that GAI best fit our needs," Mr. Gera said.

Upon the motion of Mr. Gera, seconded by Mr. Kilkeary, GAI Consultants was approved unanimously as the authority's primary engineering consultant for the next five years.

Engineer's Report - by Mr. Kunselman

Mr. Kunselman thanked the board for the opportunity to continue to provide engineering services.

ARNOLD PALMER REGIONAL AIRPORT

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

Mr. Kunselman said the project is substantially complete and a final inspection has been scheduled for Thursday, June 11, 2015.

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 wrapping up on Sustainability, which is being reviewed by the Federal Aviation Administration and Airport Layout Plan drawings are about 95% complete.

Corporate Hangar Apron

The engineer reported that project design is out to bid and bids are scheduled to be opened June 15, 2015.

Terminal Addition FAA project 3-42-0050-0XX-2015

The project will consist of design and construction of an addition to the terminal building to provide additional secure hold space and other necessary improvements. Alternative designs are being reviewed.

ATCT Systems Upgrade FAA Project 3-42-0050-0XX-2015

The project will consist of replacing the existing obsolete digital voice switch system, digital recorder system and aviation band radios. The project has been advertised and a bid opening is set for June 15, 2015.

Acquire Snow Removal Equipment

The project will consist of purchasing a new carrier vehicle with a 22-foot plow and 18-foot rotary broom. FAA has determined that the vehicle may be purchased through the Co-Stars project, rather than through bidding.

ROSTRAVER AIRPORT:

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

The engineer reported that the firm is continuing to attempt to secure easements. Specifications for tree removal have been advertised and a bid opening is scheduled for June 15, 2015.

Promotions/PR/Events Committee - The airshow will commence on June 20 and 21, 2015.

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

Arnold Palmer Regional Airport

Latrobe Project 44-13 (Master Plan Update) Requisition No. 18, totaling \$33,423.69

Latrobe Project 46-13 (Sustainable Master Plan) Requisition No. 15, totaling \$19,959.31

Latrobe Project 47-14 (Rehab Parallel Taxiway) Requisition No. 9, totaling \$807,849.29

Special Projects Account No. 7110075814

Requisition No. 147, totaling \$96,123.23

Upon the motion of Mr. Rossi, seconded by Mr. Puleo, requisitions for June, 2015, were unanimously approved.

Solicitor's Report - Dan Hewitt

Mr. Hewitt reported that the condemnation offer from state Department of Transportation for the acquisition of airport property for the project to expand Route 981 has been slightly modified by a roughly half-acre increase, changing the total offer from \$206,805 to \$207,400.

Upon the motion of Mr. Rossi, seconded by Mr. Scanlon, the amended condemnation offer was accepted unanimously.

Westmoreland County Airport Authority

Mr. Hewitt also reported that Westmoreland County Park Police have offered to provide additional security services for the 2015 Shop 'n Save Westmoreland County Air Show.

Upon the motion of Mr. Rossi, seconded by Mr. Kilkeary, the offer of the Westmoreland County Park Police to provide additional security services for the air show was unanimously accepted.

Director's Report

Mr. Monzo reported that, "we are about to undertake three of the busiest weeks that we've ever had here at this airport. With the addition of Chicago service with Spirit, we're putting more than 1,000 people a day through this terminal, plus the airshow and all the things that go along with it...you're going to see some people here perform some amazing things. So if there's anything we can do to help you, we certainly will do it. Thank you for your support to this point and we'll all get through this and still be smiling at each other."

Chairman's Report

Mr. Canterna reported: "It's good to see the terminal filled up every day and all those cars parked out there and the authority's doing a heck of a job. Everything's going well so far."

Mr. Canterna also read a letter from former board member Dorothy Zello of the Latrobe Area Hospital Aid Society, before which Mr. Monzo delivered a presentation on the airport that was extremely well received. The letter commended Mr. Monzo and airport staff.

New Business

Mr. Rossi noted that more than 36,000 people through the terminal in May was "the most ever... so somebody must think that we're doing something right."

Adjournment – There being no further business, upon the motion Mr. Kilkeary, seconded by Mr. Puleo, the meeting was adjourned at 9:38 a.m.

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

Tuesday, July 14, 2015, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:

Secretary