

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
March 11, 2014**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, March 11, 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
Janice Smarto - Treasurer
Mark Gera
Richard Ridilla

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

Public Comment - none

Approval of Minutes

Upon the motion of Mr. Ridilla, seconded by Mr. Ferrante, minutes of the Feb. 11, 2014, meeting were unanimously approved.

EXECUTIVE SESSION - *An Executive Session was called at 9:01 a.m. to discuss legal matters. The meeting reconvened at 9:35 a.m.*

Arnold Palmer Regional Airport Treasurer's Report by Mrs. Smarto

Mrs. Smarto reviewed financial statement, expenses disbursed and accounts payable for February, 2014, for Arnold Palmer Regional Airport.

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

Rostraver Airport Treasurer's Report by Mrs. Smarto

Mrs. Smarto reviewed financial statement, expenses disbursed and accounts payable for February, 2014, for Rostraver Airport.

Upon the motion of Mrs. Smarto, seconded by Mr. Kilkeary, the financial statement, expenses disbursed and accounts payable for February, 2014, for Rostraver Airport were unanimously approved (copies attached).

Property Committee - Mr. Kilkeary

Mr. Kilkeary reported that the property committee has reviewed and recommends approval of a request received from V.J. Pensiero to construct a 150' x 100' hangar on the field in a location to be determined.

Upon the motion of Mr. Ferrante, seconded by Mr. Ridilla, authorization to proceed with design of the new hangar in a location to be determined was unanimously approved.

Engineer's Report - by Mr. Kunselman

ARNOLD PALMER REGIONAL AIRPORT

MALSR Phase 2 - FAA Project No. 3-42-0050-042-2012

The project is complete, Mr. Kunselman said. A final inspection was held on Nov. 19, 2013. Transfer agreements are now being processed with the FAA.

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 spring with construction scheduled for the fall.

Public Safety Building

Authorization to resume work on the project was received on Oct. 15, 2013, Mr. Kunselman reported. The project is currently shut down, but is scheduled for completion by Apr. 15, 2014. The engineer presented a change order for the gas service and a gate relocation for approval. Change Order No. 3, in the amount of \$7,175.01, has received BOA approval.

Upon the motion of Mr. Gera, seconded by Mrs. Smarto, Change Order No. 3 in the amount of \$7,175.01 was unanimously approved.

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

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

Work is nearly complete on the inventory and forecast portions of the plan, Mr. Kunselman said. Aerial mapping is being processed and work has begun on the Facility Requirements, Environmental Overview and Sustainability sections.

Terminal Restrooms

Work on the project was substantially completed and a final inspection was held on Dec. 20, 2013, Mr. Kunselman said. A few punch list items remain to be addressed by the contractor in the spring.

Main Terminal Apron Rehabilitation

The project design is complete and will be ready to be bid in the spring, Mr. Kunselman reported. The engineer requested permission to advertise for bids for the project.

Upon the motion of Mrs. Smarto, seconded by Mr. Gera, authorization to solicit bids for the project was unanimously approved.

ROSTRAVER AIRPORT:

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

The properties that will require easements are being determined, the engineer reported. A list of properties where easements will be required is being developed.

Hangar Apron Rehabilitation

The project will consist of rehabilitating the apron in the vicinity of Hangar 102, Mr. Kunselman said.

Promotions/PR/Events Committee Report - Anthony Ferrante

Mr. Ferrante reported that the next air show meeting will be held on March 12, 2014, at 6 p.m.

Requisitions - Mr. Pickels

Mr. Pickels reviewed the requisitions for March, 2013.

Arnold Palmer Regional Airport

Latrobe Project 42-12 (MALSR) Requisition No. 17, totaling \$2,229.38; Latrobe Project 44-13 (Master Plan Update) Requisition No.7, totaling \$36,010.27; Latrobe Project 45-13 (Rehab Parallel TW) Requisition No. 10, totaling \$10,475.02; Latrobe Project 46-13 (Sustainable Master Plan) Requisition No. 3, totaling \$7,022.88; Latrobe PSB-001 (Public Safety Building) Requisition No. 20, totaling \$4,552.51.

Rostraver Airport

Rostraver Project 20-13 (Rehabilitate Main Apron) Requisition No. 9, totaling \$423.51; Rostraver Project 21-13 (Obstruction Removal Ph. I) Requisition No.5, totaling \$6,468.99.

Special Projects Account No. 7110075814

Requisition No. 132, totaling \$6,263.01.

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

Solicitor's Report - Mr. Snyder had no additional report.

Executive Director’s Report

Mr. Monzo reported that a Capital Budget grant in the amount of \$2 million has been offered by the state Department of Transportation Bureau of Aviation. He requested authorization to proceed with acceptance of the grant, which will be used to make needed improvements to the existing terminal building. A 50% match is required.

Upon the motion of Mr. Ferrante, seconded by Mr. Gera, the executive director was unanimously authorized to initiate acceptance of the Capital Budget grant offer from PennDOT BOA in the amount of \$2 million.

Mr. Monzo reported that there has been 73.5 total inches of snowfall for the season and commended maintenance personnel for their efforts in dealing with the wintery weather. “The guys are just amazing and they do a wonderful job,” he said, citing numerous other repairs completed in between snow removal operations. The executive director also reported on measures to improve short term parking availability during high use periods. He was also authorized by general consent to proceed with efforts to procure grant funding to purchase a new mowing tractor.

Chairman’s Report

Mr. Canterna reported that there were comparatively few flight cancellations, as have been reported at other airports across the county over what has been described as one of the worst winters in recent memory. “These guys do a heck of job out here,” he said. “We’re very lucky to have them.”

“It’s a magnificent bunch of people who keep this place in tip-top shape,” added Mr. Kilkeary.

Adjournment – There being no further business,

Upon the motion of Mrs. Smarto, seconded by Mr. Kilkeary, the meeting was adjourned at 9:52 a.m.

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

Tuesday, April 8, 2014, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:

Secretary