

**Westmoreland County Airport Authority  
Regularly Scheduled Meeting  
May 13, 2014**

# Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, May 13, 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  
Anthony Ferrante - Secretary  
Janice Smarto - Treasurer  
Donald Rossi - Assistant Secretary/Treasurer  
Mark Gera

Also present were: Executive Director Gabriel E. Monzo, Sr.; Attorney Daniel Hewitt of McDonald, Snyder & Lightcap, 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; pilot Valetta Mowry; and authority administrative staff Linda Brasile and Dwayne Pickels.

## Property Committee Report

Mr. Monzo presented a number of items for review and consideration:

- Reviewed a request by LJ Aviation to construct a new 150’x250’ hangar in the corporate hangar area that would involve moving an authority-owned hangar. Mr. Monzo said he would seek grant funding to offset the costs.

Upon the motion of Mr. Gera, seconded by Mrs. Smarto, GAI Consultants were unanimously authorized to proceed with preliminary design work and submit grant application for the project. A resolution to accompany application for state Multimodal Transportation Fund (MTF) grant funding will be prepared and signed by the secretary.

- Reviewed a request VJ Pensero for construction of a 150’x100’ hangar that was originally proposed along RW 3/21, but the recommendation is now to build in the south hangar area.
- Reviewed the transfer of the lease for Hangar B9 at Rostraver from Gary Jasper to Audrey Wonka.

Upon the motion of Mr. Ferrante, seconded by Mr. Gera, the transfer of the lease for Hangar B9 at Rostraver from Gary Jasper to Audrey Wonka was unanimously approved.

## Westmoreland County Airport Authority

- Reviewed a request to transfer half-ownership of Hangar A2 at Rostraver Airport from Barbara Barch to Richard Altomari, giving him full ownership.

Upon the motion of Mrs. Smarto, seconded by Mr. Ferrante, transfer of half-ownership of Hangar A2 at Rostraver Airport from Barbara Barch to Richard Altomari was approved unanimously.

- Reviewed a request from UPS to install a parcel box in front of the terminal, similar to what Federal Express currently has.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, installation of a UPS parcel box in front of the main terminal was granted unanimously.

- Reviewed a request from C&D services to install an ATM in the lower level passenger area, which has been requested by a number of passengers. The company will provide the authority with \$.50 per transaction.

Upon the motion of Mrs. Smarto, seconded by Mr. Ferrante, authorization to install an ATM in the lower level of the terminal was granted unanimously.

**Public Comment** - None

### **Approval of Minutes**

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, minutes of the April 8, 2014, Regular Meeting and the April 14, 2014, Special Meeting were unanimously approved.

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

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

Upon the motion of Mrs. Smarto, seconded by Mr. Gera, the financial statement, expenses disbursed and accounts payable for April, 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 April, 2014, for Rostraver Airport.

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

**Engineer's Report** - by Mr. Kunselman

**ARNOLD PALMER REGIONAL AIRPORT**

**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 is completed and the project has been advertised for bids to accommodate an upcoming grant application deadline. Mr. Kunselman asked that the authority consider ratification of the bid advertisement.

Upon the motion of Mr. Ferrante, seconded by Mr. Gera, ratification of bid advertisement for the project was unanimously approved.

**Public Safety Building**

Construction has resumed, Mr. Kunselman said. Estimated completion date is June 20. The engineer presented Change Order No. 4 for consideration, representing \$2,120 in additional costs for spray foam fire-proofing insulation.

Upon the motion of Mrs. Smarto, seconded by Mr. Ferrante, Change Order No. 4 in the amount of \$2,120 was approved unanimously.

**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 on the Facility Requirements, Environmental Overview, Demand Capacity Analysis and Sustainability sections. The next review meeting is set for July.

**Terminal Restrooms**

The contractor has been contacted to address the remaining punch list items, Kunselman said.

**Main Terminal Apron Rehabilitation**

The project will consist of rehabilitating the edge of the concrete deicing pad area and a bituminous area of the apron. Design is completed and the project has been advertised for bids to accommodate an upcoming grant application deadline. Construction is expected to begin in the fall. Kunselman asked that the authority consider ratification of the bid advertisement.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, ratification of bid advertisement for the project was unanimously approved.

**ROSTRAVER AIRPORT:**

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

A list of properties with identified obstructions where easements will be required will be finalized now that agreement has been reached with FAA earlier this month on which runway surfaces will be cleared.

**Hangar Apron Rehabilitation**

The project will consist of rehabilitating the apron in the vicinity of Hangar 102, Mr. Kunselman said. The engineer requested approval to advertise for bids. It is under design and scheduled to be bid in June and constructed in the fall. Mr. Kunselman requested authorization to advertise for bids for the project.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, authorization to seek bids for the project was granted unanimously.

**Promotions/PR/Events Committee Report - Anthony Ferrante**

Mr. Ferrante reported that the next air show meeting will be held on May 20, 2014, at 6 p.m.

**Requisitions - Mr. Pickels reviewed the requisitions for April, 2014.**

**Arnold Palmer Regional Airport**

Latrobe Project 42-12 (MALSR) Requisition No. 18, totaling \$1,286.98; Latrobe Project 44-13 (Master Plan Update) Requisition No. 8, totaling \$46,342.95; Latrobe Project No. 45-13 (Rehab Parallel TW) Requisition No. 11, totaling \$12,026.61; Latrobe Project 46-13 (Sustainable Master Plan) Requisition No. 5, totaling \$25,540.48; Latrobe CB-2013-Westmoreland County AA-00010 Requisition No. 4, totaling \$68,468.72; Latrobe Project PSB-001 (Public Safety Building) Requisition No. 21, totaling \$77,579.76.

**Rostraver Airport**

Rostraver Project 21-13 (Obstruction Removal Ph. I) Requisition No. 6, totaling \$7,419.67.

**Special Projects Account No. 7110075814**

Requisition No. 134, totaling \$83,958.87

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

**An Executive Session was called at 9:26 a.m. for purposes of discussing potential litigation. The meeting reconvened at 9:43 a.m.**

**Executive Director's Report**

Mr. Monzo reported that Geokinetics has requested permission to conduct seismic testing at Rostraver Airport, where we are under contract with Kriebel Resources. The two companies will collaborate on the placement of seismic markers on both ends of the runway.

Mr. Monzo also reported that pavement deterioration at the intersection of Taxiways Alpha and Brave will need to be addressed in an emergency repair project prior to the air show.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, authorization to complete the emergency crack repairs was granted unanimously.

## Westmoreland County Airport Authority

Mr. Monzo reported that the TSA has installed a new baggage machine that will triple screening capacity at the airport. The investment is worth about \$500,000.

Mr. Monzo announced that, on Thursday, May 22, 2014, PennDOT highways will present plans for the V10 project on Route 981, which involves the front entrance of the airport. The presentation will be from 6 to 8 p.m. in the Gene McDonald Community Room.

Mr. Monzo requested that the June meeting be changed from June 10 to June 17.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, approval to change the next regular meeting from June 10 to June 17 was granted unanimously.

**Adjournment** – There being no further business,

Upon the motion of Mr. Gera, seconded by Mr. Rossi, the meeting was adjourned at 9:46 a.m.

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

**Tuesday, June 17, 2014, at 9 a.m. at Arnold Palmer Regional Airport**

Minutes respectfully submitted by:

Dwayne Pickels  
Administrative Assistant

Approved by:

Secretary