

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
Nov. 10, 2015**

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, Nov. 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
Edward Kilkeary Sr. - Vice Chairman
Donald Rossi - Treasurer
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; Donald “Doc” Giffin, representing Arnold Palmer; reporters Nick Cammuso of the Latrobe Bulletin, Joe Napsha of the Tribune Review, Sean Myers of WHJB and Greg Maxwell of WCNS; pilot Valetta Mowry; and authority administrative staff Linda Brasile and Dwayne Pickels.

At the direction of the chairman, Michael Zubasic of PNC Financial Services reported that a savings opportunity available through the refinancing of existing bonds could produce about \$140,000 in available revenue without increasing debt service payments.

Due to the lack of a quorum, Mr. Zubasic was directed to proceed with preliminary procedures to initiate the refinancing, pending ratification by the board at its next meeting.

Public Comment - None

Approval of Minutes - tabled due to lack of quorum.

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

Mr. Rossi reviewed financial statement, expenses disbursed and accounts payable for October, 2015, for Arnold Palmer Regional. Approval was tabled due to lack of quorum.

Rostraver Airport Treasurer’s Report by Mr. Rossi

Mr. Rossi reviewed financial statement, expenses disbursed and accounts payable for October, 2015, for Rostraver Airport. Approval was tabled due to lack of quorum.

Engineer's Report - by Mr. Kunselman

ARNOLD PALMER REGIONAL AIRPORT

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

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

Mr. Kunselman reported that work is completed and the plans have been submitted to the Federal Aviation Administration for review.

Corporate Hangar Apron

The engineer reported that the project is substantially complete. A final inspection was held on Nov. 5, 2015. Only a small punch list of items remain to be addressed.

ATCT Systems Upgrade FAA Project 3-42-0050-049-2015

The project will consist of replacing the existing obsolete digital voice switch system, digital recorder system and aviation band radios. The contract has been executed and the equipment has been ordered, Mr. Kunselman said, adding that installation is expected to begin in January.

Acquire Snow Removal Equipment FAA Project 3-42-0050-049-2015

The project consists of purchasing a new carrier vehicle with a 22-foot plow and a 20-foot rotary broom. The vehicle has been delivered and a final inspection will be scheduled, Mr. Kunselman said.

ROSTRAVER AIRPORT:

Obstruction Removal - FAA Project No. 3-42-0061-023-2015

The engineer reported that work continues to execute aerial easements with the property owners. Tree removal work is expected to begin in December.

Promotions/PR/Events Committee

Mr. Rossi reported that the air show committee would like to hear the board's consensus on whether to hold a 2016 air show. The International Council of Air Shows (ICAS) convention is scheduled for early next month. None of the members present expressed opposition to the proposal.

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

Arnold Palmer Regional Airport

Latrobe Project 44-13 (Master Plan Update) Requisition No. 22, totaling \$2,241.40

Latrobe Project 49-15 (Acquire SRE/ACTC Upgrade) Requisition No. 3, totaling \$7,362.58

Latrobe MMA-001 (BOA Multi-modal, Corp. Hangar Project) Requisition No. 2, totaling \$29,059.38

Latrobe Bond Fund 2014 Requisition No. 3 (Corporate Hangar Project), totaling \$528,273.68

Westmoreland County Airport Authority

Rostraver Airport

Rostraver Project 23-15 (Obstruction Removal Phase II) Requisition No. 3, totaling \$865.90

Special Projects Account No. 7110075814

Requisition No. 152, totaling \$6,020.80

Approval of Requisitions tabled due to lack of quorum

Solicitor's Report - Mr. Hewitt said he has scheduled a meeting with the Rostraver Township solicitor to facilitate the Obstruction Removal project at Rostraver Airport.

Mr. Hewitt also reported that he is working to finalize a transfer of Hangar 20, the Schrecengost hangar, to Westmoreland Aviation Academy.

Director's Report

Mr. Monzo reported that the new Safety Committee has been meeting to review procedures.

Mr. Monzo also reported that authority staff are preparing an application to the PennDOT Multi-modal Grant Fund seeking funding to rehabilitate the apron and presented a resolution for consideration to approve the grant application.

Upon the motion of Mr. Rossi, seconded by Mr. Canterna, the resolution authorizing application for the multi-modal grant was approved unanimously.

Chairman's Report - Mr. Canterna thanked the board for filling in his duties during his absence over the past few months due to surgery.

New Business - Mr. Kilkeary added recognition for veterans on the holiday tomorrow. "God bless them, past and present, for protecting America," Mr. Kilkeary said.

Adjournment – There being no further business, the meeting was adjourned at 9:21 a.m.

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

Tuesday, Dec. 8, 2015, at 11 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:

Secretary