



Westmoreland County Airport Authority

Westmoreland County Airport Authority
Regularly Scheduled Meeting
April 12, 2011



Westmoreland County Airport Authority

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, April 12, 2011, at 9:10 a.m. at Rostraver Airport in Unity Township, Pennsylvania, in accordance with notice given.

Authority Chairman R. Geraldine Drake led the Pledge of Allegiance, called the meeting to order and directed that the following members be recorded as present:

R. Geraldine Drake - Chairman
Janice Smarto - Asst. Secretary/Treasurer
Anthony Ferrante
Mark Gera

attending by teleconference:

Donald Rossi - Vice Chairman
Edward Kilkeary Sr.

Also present were: Authority Executive Director Gabe Monzo; Attorney Donald Snyder of McDonald, Snyder & Lightcap, authority solicitor; Edward Nasuti of Lee-Simpson Associates, authority engineer; Donald “Doc” Giffin, representing Arnold Palmer; reporter Cody Francis of the Tribune-Review; pilots Valetta Mowry and John Miller; airline liaison Jeffrey Minkovich and authority administrative staff Linda Brasile and Dwayne Pickels.

Approval of Minutes

Upon the motion of Mr. Ferrante, seconded by Mr. Gera, minutes of the March 8, 2011, regular meeting were unanimously approved.

Public Comments – None

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

Mrs. Smarto reviewed financial statement, expenses disbursed and accounts payable for March, 2011, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Ferrante, seconded by Mr. Gera, financial statement, expenses disbursed and accounts payable for March, 2011, for Arnold Palmer Regional Airport were unanimously approved (copies attached).



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Rostraver Airport Treasurer's Report by Mrs. Smarto

Mrs. Smarto reviewed financial statement, expenses disbursed and accounts payable for March, 2011, for Rostraver Airport.

Upon the motion of Mr. Gera, seconded by Mr. Kilkeary, financial statement, expenses disbursed and accounts payable for March, 2011, for Rostraver Airport were unanimously approved (copies attached).

Chairman's Report – Ms. Drake had no report

Committee Reports

Mr. Ferrante said a meeting will be held immediately following this meeting to discuss the Air Show, FAA Wings program and other events planned at Arnold Palmer Regional Airport this year. "We have some really nice acts" lined up, Mr. Ferrante said. Tickets will be sold at area Shop N' Save stores. Admission will be \$10, with free admission for children under 12 accompanied by an adult. Additional details are anticipated at the next meeting.

Engineer's Report by Edward Nasuti

Arnold Palmer Regional Airport

ARFF Building Construction - Contract No. 102 - FAA Project 38-10

Trinity Contracting began work on the project on Oct. 18, 2010. Mr. Nasuti reported that the project is about 50% complete. Completion date is May 5, 2011.

Mr. Nasuti also presented a change order for consideration by the board totaling \$9,219.50 for three items: relocation of existing storage units located behind the maintenance building, replacement of some unsuitable backfill material with some 2B stone and the installation of some additional windows in the office doors. Subject to PennDOT and FAA approval, the authority's share is about \$250 (2.5%).

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, Change Order No. 3 was unanimously approved in the amount of \$9,219.50.

Expand Terminal Parking - FAA Project No. 3-42-0500--039-2011 and Access Road Improvements - FAA Project No. 3-42-0050-34-2009

Work continues on design, Mr. Nasuti reported, noting that the projects are planned to be bid as soon as FAA releases AIP Part B funding for 2011. "We're still waiting for reauthorization of the FAA AIP program and we want to be in position to move ahead as soon as that occurs."

MALSR Phase 2 - FAA Project No. 3-42-0050-037-2010



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Work continues on design and coordination with FAA Facilities, Mr. Nasuti reported. The schedule had been to bid the additional MALSR work in June, 2011. However, because of moving up the terminal parking lot expansion, the schedule has been changed to bid the additional MALSR work in 2012.

Public Safety Building

Design of the facility continues, Mr. Nasuti said, noting that plans will be complete by the end of April. Bidding is anticipated in the spring.

Terminal Improvements

Mr. Nasuti said work in the existing parking has begun and is expected to be completed by the beginning of May, weather permitting.

At Rostraver Airport:

Hangars - Contract No. 21

Trinity Contracting began work on March 6, 2011, Mr. Nasuti said.

He also presented Change Order No. 1 in the amount of \$7,538.36 for the addition of a trench drain. The item was included in the grant for the hangar after the project was bid, he explained. "So the funding for this is already in place."

Upon the motion of Mr. Rossi, seconded by Mr. Gera, Change Order No. 1 was unanimously approved in the amount of \$7,538.36.

Gas Wells - Environmental Assessment

The FAA Harrisburg Airports District Office had requested a Phase I Archeology Study as part of an environmental assessment for existing and proposed gas wells on airport property. A finding of 'no significant impact' has been received from FAA, Mr. Nasuti reported.

Snow Removal Equipment - FAA Project 17-2010

Mr. Nasuti said the equipment has been ordered from A&H Equipment and we are awaiting delivery.

Mowing and Snow Removal Equipment

Mr. Nasuti reported that the equipment for this project has also been ordered and some pieces have been received.

Mr. Nasuti also reported that the Glide Slope is back in operation and that it was not a terrain problem that produced its malfunction. "It was a problem with their (FAA's) own equipment," he said.



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Upon the motion of Mrs. Smarto, seconded by Mr. Gera, Mr. Nasuti's report was unanimously accepted.

Requisitions by Mr. Pickels

Mr. Pickels reviewed the requisitions for April, 2011.

Arnold Palmer Regional Airport (Latrobe)

Project 37-10 Requisition No. 12, totaling \$80; Project 38-10 Requisition No. 6, totaling \$199,101.44; Latrobe ADP-2010-AA-00024 (Improve Terminal Equipment) Requisition No. 1, totaling \$153,520.16.

Rostraver Airport

Project 13-08 Requisition No. 23, totaling \$3,606.06; Rostraver ACB-2009-Westmoreland County AA-00001 Requisition No. 6, totaling \$49,472.77; Rostraver ADP-2010-AA-00032 (Acquire Mowing and SRE Equipment) Requisition No. 1, totaling \$47,984.21.

Construction Fund Investment Account (Series 2009)

Requisition No. 34, totaling \$10,139.39.

First Commonwealth - Account No. 7110075814

Requisition No. 94, totaling \$154,010.37

Upon the motion of Mr. Gera, seconded by Mrs. Smarto, requisitions for April, 2011, were unanimously approved (copies attached).

Solicitor's Report by Donald Snyder

Mr. Snyder reported that a subdivision plan for Unity Fabrication Technologies on Route 981 requires authority consent for a private road right-of-way issue.

Upon the motion of Mr. Gera, seconded by Mr. Kilkeary, the authority unanimously authorized execution of the Unity Fabrication Technologies plan.

Executive Director's Report by Gabe Monzo

Mr. Monzo reported that a request has been received from a law firm representing XCoal Energy Resources, which is seeking permission to build a 150'x200' hangar at Arnold Palmer Regional Airport. While a precise location has not yet been determined, hangar space is needed for three jet aircraft, plus parking and office space, he said.



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Upon the motion of Mr. Ferrante, seconded by Mr. Rossi, and with Mr. Kilkeary abstaining, approval was granted unanimously.

Mr. Monzo reported that an appraisal has not yet been completed on the hangar occupied by the flight school. He also reported that the airport security manual has been updated with the TSA. “We are awaiting formal approval,” he said.

Mr. Monzo reported that a grant was received from the county hotel tax fund, overseen by county commissioners and the Laurel Highlands Visitors Bureau, in the amount of \$8,000. Authorization was requested to use the funding to advertise Spirit Airlines as a means to access the local region’s attractions for two years on LCD screens at Fort Lauderdale/Hollywood International Airport through Clear Channel Airports, which currently operates the LCD advertising screen in the terminal at Arnold Palmer Regional Airport.

Upon the motion of Mrs. Smarto, seconded by Mr. Ferrante, authorization was granted unanimously to use the marketing grant funding as requested.

Mr. Monzo requested that the property committee meet with Tim Quigley concerning a proposal on solar energy.

He also reported that Maintenance personnel did some minor snow removal operations in March, as well as repairing seven in-pavement lights, forming and pouring concrete for stop signs and replacing wind cones on the field and other activities.

Mr. Monzo said that the airline operation at Arnold Palmer Regional “has been full speed ahead. We are super-proud of what has been happening and we’ve received some real nice comments on our survey forms.”

Airline Liason Mr. Minkovich added, “we have been in business for about two months now, and we will exceed 4,000 outbound passengers this week. There has been a great response from the community.” Further promotional activities are planned, he added.

Mr. Monzo noted that S&T Bank filmed a television commercial in the terminal featuring former Pittsburgh Steeler Jerome “the Bus” Bettis and were able to feature Spirit Airlines prominently in the footage. “We think,” Mr. Monzo cautioned. “We haven’t seen the final product yet.”

“We’re hoping that the good things about the Latrobe airport don’t end up on the cutting room floor,” Mr. Minkovich added.



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Control Tower Report by Dwayne Pickels

Mr. Pickels reported that there were 2,135 aircraft operations at Arnold Palmer Regional Airport in March, 2011 (copy attached to these minutes).

Unfinished Business – None

New Business - None

Adjournment – There being no further business, upon the motion of Mrs. Smarto, seconded by Mr. Kilkeary, the meeting was adjourned at 9:50 a.m.

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

Tuesday, May 10, 2011, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by: Secretary