



Westmoreland County Airport Authority

**Westmoreland County Airport Authority
Committee and Regularly Scheduled Meeting
April 13, 2010**



Westmoreland County Airport Authority

Committee Meeting

Authority Chairman R. Geraldine Drake called the committee meeting to order at 8:30 a.m. and called for an executive session to discuss personnel issues.



Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, April 13, 2010, at 9 a.m. at Rostraver Airport in Rostraver 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
Donald Rossi - Vice Chairman
Oland Canterna - Treasurer
Anthony Ferrante
Mark Gera
Janice Smarto

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 AJ Panian of the Tribune-Review; Rostraver tenant Pete McConnell, M.D., of the AME; and authority administrative staff Linda Brasile, Lorraine Polinsky and Dwayne Pickels.

Approval of Minutes

Upon the motion of Mr. Ferrante, seconded by Mr. Canterna, minutes from the March 9, 2010, committee and regular meetings were unanimously approved.

Public Comments – None

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

Mr. Canterna reviewed financial statements, expenses disbursed and accounts payable for March, 2010, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, financial statements, expenses disbursed and accounts payable for March, 2010, for Arnold Palmer Regional Airport were unanimously approved (copies attached).

Rostraver Airport Treasurer’s Report by Mr. Canterna

Mr. Canterna reviewed financial statement, expenses disbursed and accounts payable for March, 2010, for Rostraver Airport.



Westmoreland County Airport Authority

Upon the motion of Mr. Gera, seconded by Mrs. Smarto, financial statements, expenses disbursed and accounts payable for March, 2010, for Rostraver Airport were unanimously approved (copies attached).

Chairman's Report – Ms. Drake had no report.

Committee Reports

Mr. Ferrante reported that a meeting was held to plan the next “Westmoreland Wings and Wheels” open house, slated for Aug. 14 and 15 at Arnold Palmer Regional. Admission will be a donation to the Westmoreland County Food Bank.

Mr. Ferrante also reported that another meeting was held to plan the FAA Wings Weekend, a safety training event to be held at Arnold Palmer Regional Airport in September. To raise money for the September safety training event, tickets will be sold in the coming weeks. The prize will include a flight on the WWII B-17 bomber that will be featured at the open house in August.

Engineer's Report by Edward Nasuti

Upgrade MALSR - Contract No. 94 - FAA Project 33-09

Mr. Nasuti reported that the contractor, Dave Kronenwetter, has completed the punch list items except for final seeding and grading, which will be completed in the spring. He anticipates recommending final acceptance of the project to the authority at its May meeting.

Acquire ARFF Vehicle - Contract No. 98 - FAA Project 34-09

The engineer reported that the vehicle is scheduled to be delivered during the last week in April. A final inspection will be scheduled for the first week in May and he anticipates recommending final acceptance at the authority's May meeting.

Access Road Improvements - Contract No. 86 - FAA Project 34-09

Mr. Nasuti reported that plans and contract documents are complete. The bidding schedule and construction schedule for the final phase will be determined when the 2010 AIP Part B funding is received.

Sanitary Sewerage Rehabilitation - Contract No. 97

Mr. Nasuti reported that the contractor, Insite Pipe Contracting, L.P., has completed the original contract items and is now scheduling grouting of the laterals, which were added under the change order approved last month.



Westmoreland County Airport Authority

ARFF Building Design - FAA Project 35-10

Mr. Nasuti reported that a pre-design meeting was held on April 9, 2010. Design for the new building will be completed when Part B funding is released for the project.

Latrobe Aviation Hangar - Office Demolition

A pre-destruction meeting was held in March. A Notice to Proceed will be issued upon submission of bonds and insurance certifications by the contractor.

Rehab Runway 5-23 and Parallel TW, Phase 1 - Contract No. 100 - FAA Project No. 35-10

A pre-construction meeting will be scheduled for the first week in May with a Notice to Proceed issued following the meeting.

At Rostraver Airport:

Taxiway Lighting Project Phase I - Contract No. 19 - FAA Project 15-09

Mr. Nasuti reported that work on the project has restarted and presented a change order in the amount of \$6,800 to cover the cost of replacing power adapters for the REILs and provide one spare power adapter.

Upon the motion of Mr. Ferrante, seconded by Mr. Canterna, Change Order No. 1 to Tech Services Inc. was unanimously approved in the amount of \$6,800.

Rehabilitate Runway 8-26 and Parallel Taxiway - Contract No. 20 - FAA Project 16-10

Mr. Nasuti said a pre-construction meeting will be scheduled for the first week in May with a Notice to Proceed to be issued following the meeting.

Requisitions by Mr. Pickels

Mr. Pickels reviewed the requisitions for April, 2010.

Arnold Palmer Regional Airport (Latrobe)

Project 29-06, Requisition No. 26, totaling \$19,239.80; Project 35-09 Requisition No. 6, totaling \$600; Project 37-10, Requisition No. 1, totaling \$19,751.53.

Rostraver Airport

Project 13-08 Requisition No. 16, totaling \$135.93; Project 15-09 Requisition No. 6, totaling \$4,627.25; Project 16-10 Requisition No. 1, totaling \$9,329.

Construction Fund Investment Account (Series 2009)

Requisition No. 21, totaling \$76,610.24

First Commonwealth - Account No. 7110075814

Requisition No. 81, totaling \$8,445.



Westmoreland County Airport Authority

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

Solicitor's Report by Donald Snyder

Mr. Snyder reported that three additional tax appeals have been filed with the county for hangar properties at Rostraver Airport. The properties were overlooked in the last round of assessment appeals because they were recorded slightly differently with the county and did not come up in a search.

Mr. Snyder also reported that a Board of View hearing will convene on Thursday at 9 a.m. at Arnold Palmer Regional Airport for the hangar acquisition in the Corporate Hangar Area project.

A consent order has been circulated on the DeNunzio sign issue. "We anticipate that it will be approved within the next month." Mr. Snyder said.

Mr. Snyder also presented three grant offers from the FAA AIP Part A projects that were reviewed with the authority in March for the board's acceptance and ratification. The amounts represent 95% of the total project costs, with 2.5% of the remainder to be covered by funding from the state Department of Transportation Bureau of Aviation.

3-42-0500-036-2010 (36-10) - \$ 94,935 for wildlife assessment at APRA
3-42-0500-037-2010 (37-10) - \$462,175 for LBE projects
3-42-0061-016-2010 (16-10) - \$ 64,434 for Rostraver projects

Upon the motion of Mr. Ferrante, seconded by Mr. Canterna, the 2010 FAA AIP Part A grants were unanimously accepted and ratified in the amounts listed above.

Executive Director's Report by Gabe Monzo

Mr. Monzo reported that health care quotes have been received through the authority's broker and reviewed with the Finance/Personnel/Insurance committee. Committee member Mark Gera said he reviewed the proposals for health care for next year and it was basically an economic issue. Our existing carrier, UPMC, had proposed a 47% increase in cost for the coverage. We were able to negotiate a 21% smaller increase with Blue Cross/Blue Shield. Mr. Gera recommended acceptance of the BCBS coverage.

Upon the motion of Mr. Ferrante, seconded by Mr. Canterna, approval was granted to switch from UPMC to Blue Cross/Blue Shield for employee health care benefits for the upcoming benefit year.



Westmoreland County Airport Authority

Mr. Monzo also reported that:

- On May 4, the PA Aviation Advisory Committee will hold its quarterly meeting at Arnold Palmer Regional Airport. As part of that meeting, they want to tour the Corporate Hangar Area project, which was a public-private partnership with LJ Aviation. The meeting will run from 10 a.m. to noon, then lunch with the authority, followed by a tour of the project area.
- On May 5, airport administration will participate in Chamberfest at the Fred Rogers Center at St. Vincent College from 5 to 8 p.m.
- On Easter Sunday, there was a situation in the Gene McDonald Community Room involving a fire extinguisher that discharged, creating a need to dispose of the food on the buffet and interrupting Easter dinner for many patrons. Mr. Monzo reported that it was not one of the authority's extinguishers, which are regularly inspected and maintained and stored in approved enclosures. Nonetheless, maintenance personnel responded immediately and Mr. DeNunzio has filed a claim with his insurance company, he said.
- Airport administration received an insurance estimate on roof damage from winter snow and ice accumulation, which damaged some gutters on the main terminal. Repair estimate is \$4,900.
- On Saturday, March 27, in conjunction with Pennsylvania State Police and Greater Latrobe High School, a benefit 5K Race and 1-mile Walk was held at Arnold Palmer Regional Airport in memory of Trooper Kenton Iwaniec, a county native who was killed in the line of duty a year ago. The run was very orderly and they made about \$30,000 to buy Breathalyzer kits for state police across the state and they have asked for approval to hold the event here again next year, he said.

Upon the motion of Mr. Gera, seconded by Mr. Ferrante, permission was granted for the Pennsylvania State Police to hold the event again next March.

- A request has also been made for the annual Mike Kolbosky Benefit Motorcycle Run to begin at the airport in May. Kolbosky, a LJ Aviation employee for many years, was killed in a vehicle accident several years ago.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, permission to initiate the event at the airport was unanimously approved.



Westmoreland County Airport Authority

- As part of the Pennsylvania Air Service Committee, “we are eligible to utilize some funds - basically \$25,000 to \$30,000 in state Department of Transportation Bureau of Aviation money - to attract an airline. So that money will available to us when the time comes,” Mr. Monzo said.
- The OX5 Aviation Pioneers group will hold their 55th annual reunion in September in Dayton Ohio and they have asked us to prepare a letter of welcome because the OX5 group started in 1955 at the old Mission Motor Inn across Route 30 from what was then the Latrobe Airport. Mr. Monzo suggested that Mr. Rossi compose that letter. “We’ll put it together as a team,” Mr. Rossi said.
- Airport management is seeking private grant funding to purchase additional snow removal equipment that will be used at both airports.

Mr. Monzo also reported the maintenance department’s activities over the past month.

Control Tower Report by Dwayne Pickels

Mr. Pickels reported that there were 2,626 aircraft operations at Arnold Palmer Regional Airport in March.

Unfinished Business – None

New Business – Mr. Rossi asked to meet with the board following adjournment.

Ms. Drake requested that a tenants meeting be scheduled for Saturday, May 22, at 10 a.m.

Adjournment – There being no further business, upon the motion of Mr. Canterna, seconded by Mr. Gera, the meeting was adjourned at 9:35 a.m.

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

Tuesday, May 11, 2010, at 8:30 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by:
Secretary