



Westmoreland County Airport Authority

Westmoreland County Airport Authority
Regularly Scheduled Meeting
Aug. 9, 2011



Westmoreland County Airport Authority

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, August 9, 2011, at 9 a.m. at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

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

R. Geraldine Drake - Chairman
Donald Rossi - Vice Chairman
Oland Canterna - Treasurer
Janice Smarto - Asst. Sec./Treas.
Anthony Ferrante
Mark Gera
Edward Kilkeary Sr.
Arnold Palmer

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, aide to Mr. Palmer; reporters Marie McCandless of the Latrobe Bulletin and Cody Francis of the Tribune-Review; airline Manager Jeff Minkovich and authority administrative staff Linda Brasile and Dwayne Pickels.

Approval of Minutes

Upon the motion of Mr. Ferrante, seconded by Mr. Rossi, minutes of the July 12, 2011, regular meeting were unanimously approved.

Public Comments – None

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

Mr. Canterna reviewed financial statement, expenses disbursed and accounts payable for July, 2011, for Arnold Palmer Regional Airport.

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



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Rostraver Airport Treasurer's Report by Mr. Canterna

Mr. Canterna reviewed financial statement, expenses disbursed and accounts payable for July, 2011, for Rostraver Airport.

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

Chairman's Report

Ms. Drake told authority members to reserve their deck tables for the air show, to be held Aug. 20 and 21.

Committee Reports

A discussion was held on the Air Show meeting held Thursday, Aug. 4.

"We're looking forward to a great show," Mr. Monzo said.

Mr. Ferrante also said that a meeting will convene immediately following this meeting to discuss plans for the FAA Wings training program to be held at Arnold Palmer Regional next month.

Engineer's Report by Ed Nasuti of Lee-Simpson Associates

Arnold Palmer Regional Airport

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

A substantial completion inspection was held on June 24, 2011. The authority has taken occupancy of the building and the engineer is working with the contractor, Trinity Contracting, to finalize the project, Mr. Nasuti said.

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

These projects have been combined into one construction project and bids were opened July 7, 2011. A project application will be submitted to the FAA for funding after bids are received for the Passenger Loading Bridge renovation project. Those bids will be received on Aug. 18, 2011.

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

Work continues on design and coordination with FAA Facilities, Mr. Nasuti reported. The schedule is to bid the additional MALSR work in 2012.

Public Safety Building



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Mr. Nasuti reported that bids were also opened for this project on July 7, 2011, and recommended tabling the bids, which came in substantially higher than the engineer's estimate and project budget. The engineer is currently working to reduce the size of the project to meet the available budget.

Upon the motion of Mr. Gera, seconded by Mr. Rossi, all bids for this project were tabled unanimously.

Aircraft Passenger Bridge

Bids will be received on Aug. 18, 2011.

At Rostraver Airport:

Hangars - Contract No. 21

A final inspection was held on June 23, 2011, Mr. Nasuti said, recommending final acceptance of the project.

Upon the motion of Mr. Ferrante, seconded by Mr. Kilkeary, the project was accepted unanimously.

Snow Removal Equipment - FAA Project 3-42-0061-17-2010

Mr. Nasuti said the equipment has been delivered and a final inspection was held July 7, 2011. He recommended final acceptance of the project.

Upon the motion of Mrs. Smarto, seconded by Mr. Kilkeary, the project was accepted unanimously.

Mowing and Snow Removal Equipment - ADP-2010-WCAA-00032

Mr. Nasuti reported that several pieces of the equipment for this project have been received. The remaining equipment is on order.

Construct GA Taxiways - FAA Project No. 3-42-0061-13-2008

The federal grant application has been prepared and will be submitted today. A pre-construction meeting will be scheduled upon receipt of the grant.

Rehabilitate Parking Lot

The PennDOT BOA grant has been requested. A pre-construction meeting will be scheduled upon receipt of the grant.

Requisitions by Mr. Pickels

Mr. Pickels reviewed the requisitions for August, 2011.



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Arnold Palmer Regional Airport (Latrobe)

Project 37-10 Requisition No. 17, totaling \$154; Project 38-10 Requisition No. 11, totaling \$1,453; Latrobe ADP-2010-AA-00024 (Improve Terminal Equipment) Requisition No. 5, totaling \$31,328.

Rostraver Airport

Project 17-10 Requisition No. 1, totaling \$149,900; Rostraver ACB-2009-Westmoreland County AA-00001 Requisition No. 10, totaling \$53,489.74; Rostraver ADP-2010-AA-00032 (Acquire Mowing and SRE Equipment) Requisition No. 5, totaling \$155.

First Commonwealth - Account No. 7110075814

Requisition No. 98, totaling \$184,723.12

Upon the motion of Mr. Ferrante, seconded by Mr. Rossi, requisitions for August, 2011, were unanimously approved (copies attached).

Solicitor's Report by Donald Snyder

Mr. Snyder reported that the ground lease and building transaction with Fred Clark at Rostraver has been concluded.

“We also have received a slightly favorable decision from the board of appeals on the sales tax issue, although our Harrisburg attorneys have recommended that we appeal that further,” Mr. Snyder said, regarding the issue of sales tax collection on T-hangar rentals. The Board of Appeals “gave relief on the penalties, but they still wanted the sales tax. The reason you want to appeal that is the fact that the sales tax is imposed annually, and it’s roughly \$5,300, so, as it projects out, that’s going to be a substantial sum of money. So whatever you’re spending to try to contest that now, it’s well worth it.

“We also believe -- as does the firm in Harrisburg, which is a specialist in sales tax matters -- that we are exempt from sales tax, and the state is being over-zealous in trying to collect it from us,” he added.

Mr. Snyder recommended authorization for the Harrisburg firm to proceed with the appeal of the decision of the Board of Appeals to the Board of Finance and Review.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, authorization to appeal the decision was granted unanimously.

Executive Director's Report by Gabe Monzo

Mr. Monzo reported that things have been moving along very well for the air show.



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Safety handrails have been installed in the passenger loading bridge, plumbing repairs were made in the ladies' room and work on the gate repair for the LJ gate has been completed.

Spirit officials will attend the air show, he added.

“We’re going to have a great show,” Mr. Monzo said.

Mr. Minkovich reported that airline operations are also going very well.

Control Tower Report by Dwayne Pickels

Mr. Pickels reported that there were 2,499 aircraft operations at Arnold Palmer Regional Airport in July, 2011 (copy attached to these minutes).

Unfinished Business – None

New Business - None

Adjournment – There being no further business, upon the motion of Mr. Ferrante, seconded by Mr. Palmer, the meeting was adjourned at 9:33 a.m.

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

Tuesday, Sept. 13, 2011, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by: Secretary