



Westmoreland County Airport Authority

Westmoreland County Airport Authority
Regularly Scheduled Meeting
Feb. 8, 2011



Westmoreland County Airport Authority

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, Feb. 8, 2011, at 9 a.m. at Arnold Palmer Regional 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
Donald Rossi - Vice Chairman
Janice Smarto - Asst. Secretary/Treasurer
Anthony Ferrante
Mark Gera

Also present were: Authority Executive Director Gabe Monzo; Attorney Daniel Hewitt of McDonald, Snyder & Lightcap, authority solicitor; Edward Nasuti of Lee-Simpson Associates, authority engineer; Donald “Doc” Giffin, representing Arnold Palmer; reporters Marie McCandless of the Latrobe Bulletin and Paul Peirce of the Tribune-Review; pilot Valetta Mowry; and authority administrative staff Linda Brasile and Dwayne Pickels.

An **Executive Session** was held from 9:01 a.m. to 9:19 a.m. to discuss real estate matters.

Approval of Minutes

Upon the motion of Mrs. Smarto, seconded by Mr. Ferrante, minutes of the Jan. 11, 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 January, 2011, for Arnold Palmer Regional Airport.

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

Rostraver Airport Treasurer’s Report by Mrs. Smarto



Westmoreland County Airport Authority

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

Upon the motion of Mrs. Smarto, seconded by Mr. Ferrante, financial statement, expenses disbursed and accounts payable for January, 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 immediate following this meeting to discuss the FAA Wings program and the Wings & Wheels open house event at Arnold Palmer Regional Airport this year.

Mr. Ferrante also called for a fuel survey among Rostraver tenant pilots. Questions will be compiled and included with the next rent statement mailing in advance of the Rostraver tenants meeting, slated for April 30.

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 work is continuing and there are 180 calendar days to complete the project. About 50% of the contract time has elapsed and the contractor is only about 20% complete. The contractor has been made aware and is expected to pick up the pace to get the project done on time, Mr. Nasuti said.

Expand Terminal Parking - FAA Project No. 3-42-0500--039-2011

This project was on the five-year ACIP, Mr. Nasuti reported. As a result of the new airline coming to the airport, management has asked the FAA to move the this project up for funding this year, “so we are beginning to work on design for this project,” Mr. Nasuti said. “We expect to bid this project as soon as FAA releases funding and hopefully get that parking lot available as soon as possible.”

Access Road Improvements - FAA Project No. 3-42-0050-34-2009

Expected to be completed in conjunction with the terminal parking expansion, design for this project is complete and it is expected to be bid as soon as FAA releases the funding this fiscal year, as well, Mr. Nasuti said.

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



Westmoreland County Airport Authority

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. Bidding is anticipated in the spring.

Terminal Improvements

The majority of the equipment purchased under this project has been received and the parking lot component will be completed in the spring, Mr. Nasuti said, recommending that the authority ratify acceptance of an Aviation Development Program grant from the state Department of Transportation Bureau of Aviation in the amount of \$168,750 to cover 75% of the project cost.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, acceptance of the PennDOT BOA grant in the amount of \$168,750 was ratified unanimously.

At Rostraver Airport:

Hangars - Contract No. 21

Trinity Contracting was given notice to proceed with construction on Nov. 15, 2010, Mr. Nasuti reported. No work has been completed and the contractor was granted a contract time work shutdown, to resume in the spring (March 1), due to weather.

Gas Wells - Environmental Assessment

The FAA Harrisburg Airports District Office requested a Phase I Archeology Study as part of an environmental assessment for existing and proposed gas wells on airport property. Thomas Baker has completed the Phase 1 archeological study and report, which has been submitted to the Harrisburg ADO. We are still awaiting an environmental finding from the FAA.

Snow Removal Equipment - FAA Project 17-2010

Mr. Nasuti said the equipment has been ordered from A&H Equipment. Delivery is awaited.

Mowing and Snow Removal Equipment

Documentation has been submitted to the PennDOT BOA for a grant to fund 75% of the equipment purchase. Award of the grant is anticipated in the next month.

Requisitions by Mr. Pickels

Mr. Pickels reviewed the requisitions for February, 2011.

Arnold Palmer Regional Airport (Latrobe)



Westmoreland County Airport Authority

Project 33-09 Requisition No. 12, totaling \$11,161.22; Project 37-10 Requisition No. 11, totaling \$1,403.04; Project 38-10 Requisition No. 5, totaling \$42,019.26.

Rostraver Airport

Project 13-08 Requisition No. 22, totaling \$1,054.18

Rostraver ACB-2009-Westmoreland County AA-00001 Requisition No. 4, totaling \$9,777.79.

Construction Fund Investment Account (Series 2009)

Requisition No. 31, totaling \$2,223.84.

First Commonwealth - Account No. 7110075814

Requisition No. 92, totaling \$101,408.96.

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

Solicitor's Report by Donald Snyder

Mr. Hewitt had no report.

Executive Director's Report by Gabe Monzo

Mr. Monzo reported that Nicholas Sotereanos has requested an extended six-year lease for his hangar at Rostraver so that he can seek loan funding to make improvements to the hangar.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, an extended six-year lease was unanimously approved for Nicholas Sotereanos.

Mr. Monzo reported that Pete McConnell has requested permission to construct a 60'x60' hangar at Rostraver Airport to include an office to perform FAA airmen medical examinations for the pilot community and storage space for aircraft. Mr. McConnell has been in touch with the engineers and there is space available at the airport.

Upon the motion of Mr. Rossi, seconded by Mr. Ferrante, authorization to construct the hangar as described was granted unanimously.

Mr. Monzo reported that the flight school, Westmoreland Aviation Academy, has requested a review of its lease agreement and the price of the building they are renting.

Mr. Monzo reported that the maintenance department performed 14 snow-removal operations in January, during which 25.5 inches of snow fell and 17 tons of urea and 60 tons of sand were



Westmoreland County Airport Authority

used. “That’s well over our normal amount for the year, and they have been doing a really great job here and at Rostraver in keeping up with it,” Mr. Monzo said.

Arnold Palmer Regional Airport was closed on Jan. 18 from 12 to 5 a.m. due to severe icing conditions; however, there were no interruptions to any scheduled service.

The maintenance department has also been refurbishing and preparing equipment for use with the new Spirit air service, which starts Saturday, Feb. 12.

Mr. Monzo reported all airline customer service and ramp agent training is nearly complete and “everyone has been doing a wonderful job. Our customer service is going to be second to none. We’re going to do it right.”

Preparations are being finalized for this weekend’s inaugural event, he added.

Control Tower Report by Dwayne Pickels

Mr. Pickels reported that there were 1,356 aircraft operations at Arnold Palmer Regional Airport in January, 2011 (copy attached to these minutes).

Unfinished Business – None

New Business

Mr. Rossi announced that the authority has agreed to do an Air Show this summer.

“Our hopes are that we can put on a smaller show than we normally had in the past,” he said, citing past shows with the Blue Angels and the Thunderbirds. “We expect to get some privately owned jet teams in, and we still have a lot of connections with our old friends, so hopefully, we can put it together.”

Plans call for a late August, two-day show that would combine with the airport’s Wings and Wheels open house and hopefully draw 20,000 to 40,000 people.

“This will be an exciting time for us and the community,” Mr. Rossi said.

Adjournment – There being no further business, upon the motion of Mr. Gera, seconded by Mrs. Smarto, the meeting was adjourned at 9:55 a.m.

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

Tuesday, March 8, 2011, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by: Secretary