

Westmoreland County Airport Authority
Regularly Scheduled Meeting
July 10, 2007

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, July 10, 2007, at 9 a.m. at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

Authority Chairman Oland Canterna called the meeting to order and directed that the following members be recorded as present:

Oland Canterna – Chairman
Anthony Ferrante – Vice Chairman
R. Geraldine Drake - Secretary
Donald Rossi - Treasurer
Mark Gera
Arnold Palmer

Also present were: Gene Lakin, executive director; Gabe Monzo, airport manager; attorney Donald Snyder of McDonald, Snyder & Lightcap, authority solicitor; Edward Nasuti, President of Lee-Simpson Associates, authority engineer; Donald “Doc” Giffin, accompanying Arnold Palmer; Dan Kilkeary of LJ Aviation; reporters A.J. Panian of the Tribune-Review and Marie McCandless of the Latrobe Bulletin; pilot Valetta Mowry; and Dwayne Pickels, authority administrative assistant.

Following recital of the Pledge of Allegiance, Mr. Canterna called for approval of the minutes from the meeting held June 12, 2007.

Upon the motion of Ms. Drake, seconded by Mr. Ferrante, minutes from the meeting held June 12, 2007, were approved unanimously.

Public Comments – None

Arnold Palmer Regional Treasurer’s Report, by Mr. Rossi
Mr. Rossi reviewed financial statement, expenses disbursed and accounts payable for June for Arnold Palmer Regional Airport and asked for comments and approval.

Upon the motion of Mr. Ferrante, seconded by Ms. Drake, Arnold Palmer Regional Airport Treasurer’s report, financial statement, expenses disbursed and accounts payable for June were unanimously approved (copy attached).

Rostraver Airport Treasurer’s Report, by Mr. Rossi
Mr. Rossi reviewed financial statement, expenses disbursed and accounts payable for June for Rostraver Airport and asked for comments and approval.

Upon the motion of Mr. Ferrante, seconded by Mr. Gera, the Rostraver Airport Treasurer’s report, financial statement, expenses disbursed and accounts payable for June were unanimously approved (copy attached).

Chairman’s Report by Oland Canterna

Mr. Canterna complimented Airport Manager Gabe Monzo for the Air Service Update he gave during the committee meeting, held immediately prior to this meeting. Load factors for Northwest Airlines at Arnold Palmer Regional posted at 70 percent for June and enplanements came in at 1,349, which is 23% higher than those recorded in June, 2006. Airport management has also initiated a new collaborative effort to, whenever necessary and possible, transport passengers who are denied boarding on full flights to rebooked flights out of Pittsburgh International Airport. "It was positive, which is always nice to hear. Good report. We appreciate that."

Committee Reports – None

Arnold Palmer Regional Airport Engineer's Report, by Edward Nasuti

Runway Improvement Project Phase IV – Mr. Nasuti reported that a preconstruction meeting was held on June 25 and contractor Joseph Vaccarello Jr. Inc. of Carnegie started work on the project on Monday, July 9. Contract time for this phase of the runway project is 153 days, so completion is anticipated in the fall. In addition to relocation of the glide slope, this project will include completion of the runway safety area and construction of a new taxiway to the dislocated threshold end of the runway. The contractor will also install new, wider fillets to the taxiways to the runway.

Hangar Construction Project – Mr. Nasuti reported Arcon Contracting Inc. of Lower Burrell completed work on the project in accordance with plans and specifications on June 28. A final inspection will be scheduled later this week or early next week. Mr. Nasuti also presented a final change order for the project that was attributed to the electrical contractor's request for an increase in the size of the electrical service to the overhead doors and installation of additional breakers as a result of the size of the motors that were supplied with the overhead doors. "Our electrical engineers have reviewed the changes and determined that they were necessary, so we would recommend approval," he said.

Upon the motion of Mr. Gera, seconded by Mr. Rossi, Change Order No. 2 in the amount of \$3,722.01 to Arcon Inc. was unanimously approved (copy attached).

Mr. Nasuti added that Arcon completed work on the project 28 days in excess of the contract time specified, which expired June 1. The liquidated damages clause outlined in the contract calls for \$500 per day in penalties, resulting in a liquidated damages total of \$14,000. "I think it's important for the authority to understand that, when a contractor goes over the contract time, it does actually cost the authority money. We have to have a full-time resident inspector present, and there is additional engineering supervision that is required as a result of this project taking longer than the contract time," Mr. Nasuti said. "Therefore we would recommend to the authority that you consider assessing the liquidated damages in accordance with the contract in the amount of \$14,000 and that be withheld from the contractor in his final payment, which should occur next month." Mr. Nasuti said he did not believe that the contractor made a sincere effort to complete the project on time, and added that additional engineering costs incurred by the delay had

cost the authority nearly \$9,000. “I think the assessment of the liquidated damages is prudent in this case,” he said, noting that the contractor is aware of the recommendation and has not submitted any response or documentation as to why the contract time should be extended. “And this will be discussed at the final inspection with the funding agencies present.”

Upon the motion of Mr. Gera, seconded by Mr. Rossi, the authority agreed unanimously to withhold \$14,000 in liquidated damages from the final payment to Arcon Contracting, Inc., due to exceeding the contract time by 28 days, in accordance with the contract.

Access Road Improvements – Mr. Nasuti reported that design work has been completed, but funding will not be available for that project until 2008. If funding were to become available later this year, the project would be available to go to bid at that time.

At Rostraver:

Runway Safety Area Project – General contractor Allison Park Inc. has completed the project and a final inspection has been scheduled for July 19 at 10:30 a.m., Mr. Nasuti said.

Apron Expansion/Bypass Taxiway Improvements Project – A bid opening was held on July 6. Schultheis Electric of Latrobe submitted the lowest of three bids received with a base bid amount of \$199,198.65, which is very close to the engineer’s estimate (\$196,145). There was an alternate that was basically to allow for the apron expansion to be larger, however the initial finding from the Federal Aviation Administration for this project was right around \$200,000.

Mr. Nasuti also reported that MARC Service Inc. of Windber submitted the lowest of five bids received for Contract No. 17, Replace Snow Removal Equipment Maintenance Building Heating System. The company turned in a bid of \$24,500.

“We are not, this morning, going to recommend awarding a contract on either of these bids. We did receive the bids and are awaiting a tentative allocation letter from the FAA for the funding of these two projects,” Mr. Nasuti said. “They are on the authority’s approved list for this year. However, at Rostraver, all funding is discretionary funding, and is released later in the year than entitlement funds. To date, the authority has not received that tentative allocation letter, so we are going to hold these bids and probably recommend award the contracts at your August meeting, if that letter comes in. If the letter indicates that there is additional discretionary funding available at that time, then we would consider the alternate bid, as well.”

Solicitor’s Report, by Donald Snyder

Requisitions:

Arnold Palmer Regional Airport – Project 29-06 Requisition No. 14, totaling \$525; Project 32-07 Requisition No. 2, totaling \$175; Project 131-05-01 Requisition No. 11, totaling \$39,622.25.

Rostraver Airport – Project 10-05 Requisition No. 24, totaling \$19,616.45; Project 11-06 Requisition No. 13, totaling \$153,976.37; First Commonwealth Bank, Requisition No. 48, totaling \$24,627.12; Construction Fund Investment Account, Requisition No. 27, totaling \$28,527.12.

Upon the motion of Mr. Gera, seconded by Mr. Rossi, all requisitions submitted by the solicitor were unanimously approved (copies attached).

Executive Director's Report, by Gene Lakin

Mr. Lakin reported that the final inspection for the new hangars at Arnold Palmer Regional has been scheduled for Friday, July 13, at 11 a.m. All four remain available for lease, and a draft of the lease for those hangars is included in these minutes.

At Rostraver, as the engineer reported, a final inspection will be held on July 19 for the Runway Safety Area project. "It is really an excellent project. The contractor and the engineer really did a great job on a complicated project," Mr. Lakin said.

Airport Manager's Report – by Gabe Monzo

Mr. Monzo reported that the Route 30/981 intersection project underway by the state Department of Transportation has taken a toll on the signs at Arnold Palmer Regional Airport. "We are awaiting some decisions from Unity Township before we start looking at new signs," he said.

Control Tower Report, by Tower Chief Greg Retallick

In Mr. Retallick's absence, Mr. Pickels reported that there had been 4,047 total operations at Arnold Palmer Regional during the month of May (a copy of the airport traffic record is attached).

Unfinished Business – None

New Business – None

Adjournment

There being no further business, upon the motion of Mr. Palmer, seconded by Mr. Gera, and unanimously approved, the meeting was adjourned at 9:25 AM.

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

Tuesday, Aug. 14, 2007, at 9:00 a.m. at Arnold Palmer Regional Airport.

Minutes respectfully submitted by:
Dwayne Pickels
Administrative Assistant

Approved by:

Secretary