



**Westmoreland County Airport Authority**

**Westmoreland County Airport Authority  
Regularly Scheduled Meeting  
July 13, 2010**



## Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, July 13, 2010, at 9:07 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  
Oland Canterna - Treasurer  
Anthony Ferrante  
Edward Kilkeary Sr.  
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 Mr. Palmer; reporters AJ Panian of the Tribune-Review and Marie McCandless of the Latrobe Bulletin; pilot Valetta Mowry; and authority Administrative Assistant Linda Brasile.

Mr. Ferrante and Mr. Kilkeary and all visitors were excused from the conference room prior to an executive session that was held from 9:08 to 9:17 a.m. for the purpose of discussing litigation. Following the discussion, all meeting participants except for Mr. Ferrante and Mr. Kilkeary returned to the room.

Upon the motion of Mr. Rossi, seconded by Mrs. Smarto, the solicitor was unanimously directed to refrain from filing an appeal of the recent Board of Viewers finding filed in Westmoreland County Common Pleas Court concerning condemnation proceedings in the acquisition of Hangar 14, which was part of the Corporate Hangar Area project.

Following the vote, Mr. Ferrante and Mr. Kilkeary then rejoined the meeting.

### Approval of Minutes

Upon the motion of Mr. Rossi, seconded by Mr. Ferrante, minutes from the June 8, 2010, regular meeting were unanimously approved.



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### **Public Comments**

Mr. Kilkeary commended Maintenance Supervisor Tom Stynchula and the airport maintenance staff their efforts in overseeing the runway crack sealing and marking project. “They were just phenomenal,” Mr. Kilkeary said.

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

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

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

### **Rostraver Airport Treasurer’s Report** by Mr. Canterna

Mr. Canterna reviewed financial statements, expenses disbursed and accounts payable for June, 2010, for Rostraver Airport.

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

**Chairman’s Report** – Ms. Drake had no report.

### **Committee Reports**

Mr. Rossi reported on the KLBE Air Museum, commending the efforts of museum directors Dave Austin and Sam Schrechengost. However, no volunteers have yet stepped forward, he said.

Mr. Ferrante reported a meeting on the FAA Wings pilot and mechanic training program planned for September will be held Wednesday, July 14, at 11 a.m. at the airport. A meeting for the Wings and Wheels airport open house planned for August will be held Thursday, July 22, at 11 a.m. at the airport. Everyone is welcome to come to either meeting, he said.

**Engineer’s Report** by Edward Nasuti

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

Mr. Nasuti reported that the contractor, Dave Kronenwetter, is still working on completing punch list items. Mr. Nasuti plans to recommend final payment and acceptance of the project to the authority at its August meeting.



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## Westmoreland County Airport Authority

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

The truck has been delivered and final inspection will be scheduled once all equipment has been received, Mr. Nasuti said.

### **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 Federal Aviation Administration's 2010 AIP Part D funding is received. In anticipation of the grant funding, Mr. Nasuti requested authorization to advertise the project for bids upon notification of the award.

Upon the motion of Mr. Ferrante, seconded by Mr. Canterna, the engineer was authorized to advertise the Access Road Improvement project upon notification of grant funding from FAA.

### **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 D funding is released for the project. The engineer also requested permission to advertise upon notification of release of FAA funding for the project.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, the engineer was authorized to advertise the ARFF Building project upon notification of release of FAA funding.

### **Latrobe Aviation Hangar - Office Demolition**

Demolition and repaving has been completed. Final inspection is scheduled for July 15.

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

The contractor, Axtell's Inc., is continuing work on the project.

### **Fuel Farm Site Improvements - Contract No. 103**

Final inspection is scheduled for July 15.

Mr. Nasuti presented a revised change order for the project to reflect a substantial savings on material quantities that offset the cost of two needed apron paving additions completed in the hangar area at the request of the executive director. The resultant net change order is in the amount of \$8,467.40 for rehabilitation of two apron areas.

Upon the motion of Mr. Rossi, seconded by Mr. Canterna, Change Order No. 1 (Revised) was unanimously approved in the amount of \$8,467.40 (copy attached).



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## Westmoreland County Airport Authority

### **At Rostraver Airport:**

#### **Taxiway Lighting Project Phase I - Contract No. 18 - FAA Project 14-09**

Mr. Nasuti reported that final inspection was held last month. The contractor is working to complete several punch list items identified during the inspection. The engineer anticipates recommending final acceptance of the project at the authority's August meeting.

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

The contractor, Axtell's Inc., is continuing work on the project.

#### **Hangars - Contract No. 21**

The engineer has completed plans, specifications and contract documents for new hangars and has submitted those to the PennDOT Bureau of Aviation for review. Mr. Nasuti asked for authorization to advertise the project with plans to submit bid results for the authority to consider at its August meeting.

Upon the motion of Mr. Rossi, seconded by Mrs. Smarto, the engineer was unanimously authorized to advertise the project.

#### **Requisitions by Gabe Monzo**

Mr. Monzo reviewed the requisitions for July, 2010.

#### **Arnold Palmer Regional Airport (Latrobe)**

Project 34-09 Requisition No. 12, totaling \$3,800; Project 35-09 Requisition No. 9, totaling \$1,800; Project 37-10, Requisition No. 4, totaling \$133,870.29; ADP-2009-Westmoreland County AA-00039 (Automated Fueling System Site Preparation) Requisition No. 2, totaling \$215,894.51.

#### **Rostraver Airport**

Project 13-08 Requisition No. 18, totaling \$511.30; Project 15-09 Requisition No. 9, totaling \$14,401.10; Project 16-10 Requisition No. 4, totaling \$32,379.78.

#### **Construction Fund Investment Account (Series 2009)**

Requisition No. 24, totaling \$252,949.42.

#### **First Commonwealth - Account No. 7110075814**

Requisition No. 83, totaling \$2,761.98.

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



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## Westmoreland County Airport Authority

### Executive Director's Report by Gabe Monzo

Mr. Monzo initiated a discussion on the problem of several individuals conducting “shade-tree mechanic” operations on the field, which presents an unfair situation with the existing Fixed Base Operators at the airport. “This has always been a problem, and it’s an issue at every airport. We have several FBOs that are paying a substantial amount of money to do work on this field, but we have these individuals who, for lack of a better term, ‘wildcat’ the work,” Mr. Monzo said.

Mr. Monzo also reported that a window of opportunity exists to save approximately \$110,000 on the authority’s 2005 bond issue. He plans to discuss the matter further with the authority’s finance committee and present the findings at next month’s meeting.

A state audit last week resulted in a recommendation from state officials that the authority begin charging state sales tax to hangar ground tenants, Mr. Monzo reported.

Mr. Snyder explained, “we have claimed that we are exempt as a governmental entity from paying sales tax. It’s that simple. In light of the decision regarding real estate taxes, it would seem that this should carry across the board. We going to look into this. I agree that, if we were a private field and charging for rental of a hangar, that would be a sales tax event, that we as an owner would have to pay. But that’s not where we are, here. We are a governmental entity that’s normally exempt from sales tax, and I don’t see how we fall into any category that should cause us to have to pay. So we’re going to vigorously try to deny this.”

Upon the motion of Mr. Rossi, seconded by Mr. Canterna, the solicitor was authorized to all steps necessary to resist the imposition of state sales tax collection by the authority for hangar rentals.

Mr. Monzo reported that the maintenance department has done a great job in overseeing the contractor for the runway crack sealing and painting project. In addition to keeping up with grass mowing and equipment maintenance, they have also spread new red mulch at the airport’s main entrance. “It really looks nice and it makes the airport look good.”

Finally, concerning air service, Mr. Monzo reported: “we are in process with several negotiations, talking with airlines. But coming up now is the application period for the Small Community Air Service Development (SCASD) grant program. Mr. Monzo asked the board if it wished to spend about \$7,500 to hire the Boyd Group as a consultant to prepare the application. The Colorado-based group has aided in this pursuit for the authority twice in the past. The first application was successful, landing \$600,000 that was instrumental in acquiring Northwest Airlines service at LBE. However, last year’s attempt was not successful.



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### **Westmoreland County Airport Authority**

“We had applied for it last year, and it cost us about \$7,500, but we didn’t get it. It’s a very competitive grant,” Mr. Monzo said. “The simple fact of the matter is, there was supposed to be \$34 million allocated to the SCASD program, and the federal government actually allocated \$6 million, and that’s for 40 airports. We have a much better chance if we use them (the Boyd Group). They have all the demographic models and information. But I need to ask the question.”

A motion by Mr. Ferrante to hire the Boyd Group to prepare a SCASD application did not pass due to lack of a second.

#### **Control Tower Report**

Mr. Monzo reported that there were 2,767 aircraft operations at Arnold Palmer Regional Airport in June.

**Unfinished Business** - None

**New Business** - None

**Adjournment** – There being no further business, upon the motion of Mr. Canterna, seconded by Mr. Rossi, the meeting was adjourned at 9:58 a.m.

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

**Tuesday, August 9, 2010, at 9 a.m. at Arnold Palmer Regional Airport**

Minutes respectfully submitted by:

Dwayne Pickels  
Administrative Assistant

Approved by:

Secretary