



Westmoreland County Airport Authority

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
March 8, 2011**



Westmoreland County Airport Authority

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, March 8, 2011, at 9 a.m. at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

Authority Vice Chairman Donald Rossi led the Pledge of Allegiance, called the meeting to order and directed that the following members be recorded as present:

Donald Rossi - Vice Chairman
Oland Canterna - Treasurer
Anthony Ferrante
Mark Gera
Edward Kilkeary Sr.

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; reporters Marie McCandless of the Latrobe Bulletin and Cody Francis of the Tribune-Review; pilot Valetta Mowry; airline liaison Jeffrey Minkovich and authority administrative staff Linda Brasile and Dwayne Pickels.

Approval of Minutes

Upon the motion of Mr. Ferrante, seconded by Mr. Canterna, minutes of the Feb. 8, 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 February, 2011, for Arnold Palmer Regional Airport.

Upon the motion of Mr. Ferrante, seconded by Mr. Kilkeary, financial statement, expenses disbursed and accounts payable for February, 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 February, 2011, for Rostraver Airport.

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

Chairman's Report – Mr. Rossi noted that Ms. Drake is on vacation.

“This is not quite one month of (Spirit Airlines) operations at Arnold Palmer Regional and 3,000 people have taken advantage of the service that we offer,” he said, citing PFC revenues for the airport that were generated by those operations.

“So the business is growing. Nowhere in the history of this airport has there been this many people in one month. Not under US Airways, nobody,” Mr. Rossi added. “The public has embraced this. We’ve taken surveys and asked people to comment on what we’re doing and they just love it...it’s a dream that we have all hoped for for so long, and to see it realized is something else.”

Mr. Monzo reported that talks have been held with the engineers and the Federal Aviation Administration concerning the possibility of adding a second passenger loading bridge to the terminal building “so that we can service two aircraft without people walking out onto the ramp.” Mr. Monzo noted that several times during the past month, there have been charter flights with 737s loading during the same time frame as the Spirit A319 operations. “We think that will continue, so we’re looking into the possibility of another boarding bridge. It’s basically a safety issue, and FAA has no issues with it. But we are still in the very beginning stages.”

“That’s called business growth,” Mr. Rossi said. “Isn’t that nice?”

Discussion was also held on parking and terminal access issues.

It was also noted that Myrtle Beach flights begin on May 5.

“There has been an outstanding response for that service,” Mr. Minkovich added. “We look for it to be just as popular as the Florida flights.”

Committee Reports

Mr. Gera reported that proposals were received for engineering and consulting services for projects at Arnold Palmer Regional and Rostraver airports for the next five years and recommended that the current engineering firm, Lee-Simpson Associates, be selected.



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The DuBois, Pa., based firm was one of two that submitted proposals. The other stated that it could not meet the authority's needs.

Upon the motion of Mr. Canterna, seconded by Mr. Kilkeary, Lee-Simpson Associates was selected unanimously for engineering and consulting services for projects at Arnold Palmer Regional and Rostraver airports for the next five years.

Mr. Ferrante said a special events committee meeting will be held immediately following this meeting to discuss the FAA Wings program and other events planned at Arnold Palmer Regional Airport this year.

Engineer's Report by Edward Nasuti

Mr. Nasuti thanked the board for selecting the firm.

"We certainly have appreciated the opportunity to serve for the past number of years."

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 200 calendar days allocated to complete the project. There have been concerns over whether the contractor will finish by the completion date, May 5, 2011. However, "we have met with the contractor and actually, they have made a considerable amount of progress within the past month," Mr. Nasuti said. "But we will continue to meet with them to try to ensure that the project will be completed on time."

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

Work continues on the design portion of the project, Mr. Nasuti reported, noting that the project is planned to be bid as soon as FAA releases AIP Part B funding for 2011. "We want to be in position to move ahead as soon as that occurs."

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 also expected to be bid as soon as FAA releases funding for this fiscal year, Mr. Nasuti said.

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 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



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Design of the facility continues, Mr. Nasuti said. Bidding is anticipated in the spring.

Terminal Improvements

Mr. Nasuti said that a pre-construction meeting for the apron marking and parking lot components of this project is scheduled for Monday, March 14, 2011. Work is expected to begin following that meeting.

At Rostraver Airport:

Hangars - Contract No. 21

Trinity Contracting was given notice to proceed with construction on Nov. 15, 2010, Mr. Nasuti reported. The contractor had been granted a contract time work shutdown, due to weather, but is scheduled to resume work today, March 8, 2011. The hangar is expected to be completed and available this summer, he said.

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. 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

Grant funding has been received, Mr. Nasuti reported, recommending that the board consider a motion to accept the funding from the PennDOT Bureau of Aviation in the amount of \$188,250 .

Upon the motion of Mr. Ferrante, seconded by Mr. Canterna, the PennDOT BOA grant in the amount of \$188,250 was accepted unanimously.

Mr. Nasuti also reported that five pieces of equipment are available for purchase under the grant through approved cooperative programs, including the state Co-Stars and the CWCOG, and recommended awarding the following contracts:

- John Deere Tractor and 30" mower to U.S. Municipal Supply, \$106,418.81 through Co-Stars
- Kubota tractor to Golden Eagle Equipment, \$51,774, Co-Stars
- SB-16 Plow and attachments to A&H Equipment, \$11,069, through CWCOG
- 2011 Chevrolet Silverado to Day Chevrolet, Inc., \$41,895, through CWCOG
- Caterpillar Diesel Pneumatic Tire Fork Truck to Equipment Depot, \$31,588.36, through Co-Stars



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Upon the motion of Mr. Ferrante, seconded by Mr. Canterna, the equipment purchases listed above were authorized unanimously.

Mr. Nasuti also reported that state grants were received for Airport Hazard Zoning projects at Arnold Palmer Regional and Rostraver airports in the amounts of \$8,100 and \$5,310, respectively, and recommended acceptance. The grants provide reimbursement for administrative costs to the authority and municipalities that draft and adopt an airport hazard zoning ordinance in compliance with state Act 164. Municipalities participating in the project are Youngstown Borough and the City of Latrobe for Arnold Palmer Regional and Elizabeth Township, Allegheny County, for Rostraver Airport.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, a hazard zoning grant for Arnold Palmer Regional Airport in the amount of \$8,100 was accepted unanimously.

Upon the motion of Mr. Ferrante and Mr. Gera, a hazard zoning grant for Rostraver Airport in the amount of \$5,310 was accepted unanimously.

Requisitions by Mr. Pickels

Mr. Pickels reviewed the requisitions for February, 2011.

Arnold Palmer Regional Airport (Latrobe)

Project 37-10 Requisition No. 12, totaling \$265; Project 38-10 Requisition No. 6, totaling \$55,965.39.

Rostraver Airport

Rostraver ACB-2009-Westmoreland County AA-00001 Requisition No. 5, totaling \$4,891.52.

Construction Fund Investment Account (Series 2009)

Requisition No. 33, totaling \$4,891.52.

First Commonwealth - Account No. 7110075814

Requisition No. 93, totaling \$53,790.08

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. Snyder had no report.

Executive Director's Report by Gabe Monzo

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Mr. Monzo reported that “it’s nice to see the parking lot full and there are a lot of people that made this happen. Jeff (Minkovich) and our staff worked very hard to make this transition happen. I’m very proud of everybody stepping up to the plate and it’s an exciting time for us. We’re happy to provide good service and that’s what we’re going to hang our hat on. We want people to be treated well here and we think that Spirit has done a great job getting this started. I just want to give my thanks to our staff for conforming back into the airline business. It was a big transition, and they did a wonderful job.”

Mr. Monzo also reported that snow removal operations continued in February. “We had another 12 inches of snow. Maintenance used 10 tons of urea and 30 tons of sand and put new brushes on our brooms,” he said, adding that taxiway light repair and airline equipment maintenance was also completed.

At Mr. Monzo’s request, Mr. Minkovich reported that the customer service and ramp agents “have been doing an outstanding job and we see that from the feedback we’ve been receiving from our customers. They’re all going above and beyond, and the response has been extremely overwhelming. I personally could not be more pleased with the way they are conducting business.

He added: “The numbers have been tremendous, both inbound and outbound. We’re very pleased about that. Not only that we’re putting people on planes, but the influx of people into this area, which shows economic growth for this area, and that’s something that’s very welcome.”

Control Tower Report by Dwayne Pickels

Mr. Pickels reported that there were 1,888 aircraft operations at Arnold Palmer Regional Airport in February, 2011 (copy attached to these minutes).

Unfinished Business –

Mr. Rossi proposed a \$150,000 budget for the air show planned for Aug. 20 and 21, 2011. “That’s about \$50,000 less than the air shows we’ve had in pervious years (the last, in 2001), so that should cover all the needs that we have, he said, citing plans for a price of \$10 per ticket and expected crowds of 25,000 spectators.

Upon the motion of Mr. Ferrante, seconded by Mr. Canterna, a \$150,000 budget was unanimously approved for the air show planned for Aug. 20 and 21, 2011.

New Business - None

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



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

Tuesday, April 12, 2011, at 9 a.m. at Rostraver Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by: Secretary