



Westmoreland County Airport Authority

Westmoreland County Airport Authority
Regularly Scheduled Meeting
May 10, 2011



Westmoreland County Airport Authority

Regular Meeting

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, May 10, 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
Oland Canterna - Treasurer
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; reporter Marie McCandless of the Latrobe Bulletin; pilot Valetta Mowry 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 April 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 April, 2011, for Arnold Palmer Regional Airport.

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

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

Chairman's Report

Ms. Drake reported that the ribbon-cutting ceremony held Friday, May 6, to launch Spirit Airlines' inaugural flight to Myrtle Beach was well attended. "There were a lot of people here, getting on to the flights, which is fantastic," she said.

Ms. Drake also reported on the tenants meeting held at Rostraver Airport on April 30. "They're very interested, and it's nice to go down and meet with them. They are happy to be there."

Committee Reports

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

Mr. Rossi noted that plans are coming together well for the Westmoreland County Air Show, to be held at Arnold Palmer Regional Airport on Aug. 20 and 21, 2011.

"So far, we've put together a list of acts, but that only covers the budget, what we can afford," Mr. Rossi said. "We've had tremendous help from KDKA and Shop N' Save. They're going to represent us again. So, taking care of the financial aspects, it has been really good. We're going to have a good show. It's going to be nice."

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 the contract time expired on May 5, 2011, but the project is only about 70% complete, "so we have notified the contractor that they may be subject to some liquidated damages."

The engineer also presented a change order for consideration by the board totaling \$9,973.78 for installation of vinyl flooring in the office areas. The addition was made at the request of airport management. PennDOT and FAA have approved the change, he said, noting that the authority's share is about \$250 (2.5%).



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Upon the motion of Mr. Rossi, seconded by Mr. Canterna, Change Order No. 4 was unanimously approved in the amount of \$9,973.78 (copy attached).

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

Work continues on design, Mr. Nasuti reported, noting that the projects are planned to be bid as soon as FAA releases AIP Part B funding for 2011. Grant applications are anticipated to be accepted in July. Mr. Nasuti requested authorization to solicit bids for the projects in order to be ready to submit those applications.

Upon the motion of Mr. Rossi, seconded by Mr. Gera, authorization to advertise for bids for both projects was granted unanimously.

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

Design of the facility is complete and a final review is scheduled for May 17 with county and township officials. Mr. Nasuti requested authorization to advertise for bids following that review.

Upon the motion of Mr. Kilkeary, seconded by Mr. Rossi, authorization to solicit bids for the project was granted unanimously.

Terminal Improvements

Mr. Nasuti said the contractor, Derry Construction Co., is expected to complete the project by the end of the week. The engineer also presented two change orders: Change Order No. 1 for the remarking of the apron, in the amount of \$11,033.50; and Change Order No. 1 for adding additional parking spaces in the main terminal lot re-marking project in the amount of \$1,578.90. Both changes orders have received approval from the PennDOT Bureau of Aviation.

Upon the motion of Mr. Rossi, seconded by Mr. Canterna, Change Order No. 1 for the apron remarking was unanimously approved in the amount of \$11,033.50 (copy attached).



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Upon the motion of Mr. Rossi, seconded by Mr. Gera, Change Order No. 1 for the terminal parking lot was unanimously approved in the amount of \$1,578.90 (copy attached).

At Rostraver Airport:

Hangars - Contract No. 21

Trinity Contracting began work on March 6, 2011, Mr. Nasuti said. He also presented Change Order No. 2 in the amount of \$16,167.03 for connecting utilities to the hangar.

Upon the motion of Mr. Rossi, seconded by Mr. Ferrante, Change Order No. 2 was unanimously approved in the amount of \$16,167.03 (copy attached).

Snow Removal Equipment - FAA Project 17-2010

Mr. Nasuti said the equipment has been ordered from A&H Equipment and we are awaiting delivery.

Mowing and Snow Removal Equipment

Mr. Nasuti reported that the equipment for this project has also been ordered and some pieces have been received.

Rehabilitate Parking Lot

Mr. Nasuti reported that the state Department of Transportation Bureau of Aviation has offered a Tentative Allocation for a grant for this work and bids will be required to submit a grant application by the beginning of July. Mr. Nasuti asked the board for authorization to prepare specifications and solicit bids for the project.

Upon the motion of Mr. Rossi, seconded by Mr. Ferrante, authorization to prepare and advertise for bids for the proposed project was granted unanimously.

Requisitions by Mr. Pickels

Mr. Pickels reviewed the requisitions for May, 2011.

Arnold Palmer Regional Airport (Latrobe)

Project 37-10 Requisition No. 14, totaling \$175; Project 38-10 Requisition No. 8, totaling \$79,250.63; Latrobe ADP-2010-AA-00024 (Improve Terminal Equipment) Requisition No. 2, totaling \$105,629.37.



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Rostraver Airport

Rostraver ACB-2009-Westmoreland County AA-00001 Requisition No. 7, totaling \$17,833.55;
Rostraver ADP-2010-AA-00032 (Acquire Mowing and SRE Equipment) Requisition No. 2,
totaling \$170.

Construction Fund Investment Account (Series 2009)

Requisition No. 35, totaling \$3,9710.29.

First Commonwealth - Account No. 7110075814

Requisition No. 95, totaling \$134,969.27

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

Solicitor's Report by Donald Snyder

Mr. Snyder had no report.

Executive Director's Report by Gabe Monzo

Mr. Monzo reported that it has been an exciting month with the launch of Myrtle Beach service last week. There have so far been more than 12,000 passengers in and out of the airport since Spirit began flights in February. "It's a fantastic thing to see, it's a lot of activity...and the airline seems very pleased with the way things are going here at Latrobe and they are looking forward to bigger and better things," Mr. Monzo said.

In insurance matters, Mr. Monzo reported that some roof damage was incurred and other minor problems were caused by winds, and have been addressed with the insurance carrier.

Concerning the maintenance department, some 68.5 inches of snow were recorded at the airport over the past winter season, requiring the use of 31 tons of urea, 165 tons of sand, seven sets of brooms and about 75 tons of salt. Maintenance Supervisor Tom Stynchula "keeps track of all of this, and that really helps when we're trying to put together a snow removal budget. Those brooms are about \$4,000 a piece, and that runway is mostly bare throughout the winter."

"They have done a phenomenal job," Mr. Kilkeary said.

"It think we were only shut down a couple of hours throughout the entire winter," Mr. Rossi added.



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Control Tower Report by Dwayne Pickels

Mr. Pickels reported that there were 1,711 aircraft operations at Arnold Palmer Regional Airport in April, 2011 (copy attached to these minutes).

Unfinished Business – None

New Business - None

Adjournment – There being no further business, upon the motion of Mr. Kilkeary, seconded by Mr. Ferrante, the meeting was adjourned at 9:29 a.m.

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

Tuesday, June 14, 2011, at 9 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by: Secretary