



Westmoreland County Airport Authority

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



Westmoreland County Airport Authority

Regular Meeting

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

Authority Treasurer Oland Canterna called the meeting to order and led the Pledge of Allegiance. Mr. Canterna then called for an executive session to discuss real estate matters at 9:05 a.m. *(NOTE: Edward Kilkeary Sr. excused himself from a portion of the executive session and did not participate in any discussion pertaining to LJ Aviation).*

The meeting reconvened at 9:29 a.m. and Mr. Canterna directed that the following members be recorded as present:

Oland Canterna - Treasurer
Janice Smarto - Asst. Sec./Treas.
Anthony Ferrante
Mark Gera
Edward Kilkeary Sr.

Also present were: Attorney Donald Snyder of McDonald, Snyder & Lightcap, authority solicitor; Edward Nasuti of Lee-Simpson Associates, authority engineer; Donald “Doc” Giffin, aide to Mr. Palmer; reporters Marie McCandless of the Latrobe Bulletin and Jennifer Reeger of the Tribune-Review; pilot Patrick Carney; airline manager Jeffery Minkovich and authority administrative staff Linda Brasile and Dwayne Pickels.

Approval of Minutes

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, minutes of the October 11, 2011, regular meeting were unanimously approved.

Ratification of actions discussed at October meeting

Due to a lack of quorum at the October meeting, action is required to ratify matters discussed but not formally approved at that time.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, the September meeting minutes and treasurers reports and the October requisitions were ratified unanimously.



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Public Comments – None

Arnold Palmer Regional Airport Treasurer’s Report by Mrs. Smarto

Mrs. Smarto reviewed financial statement, expenses disbursed and accounts payable for October, 2011, for Arnold Palmer Regional Airport.

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

Rostraver Airport Treasurer’s Report by Mrs. Smarto

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

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

Chairman’s Report - None

Committee Reports - None

Engineer’s Report by Ed Nasuti of Lee-Simpson Associates
Arnold Palmer Regional Airport

ARFF Building Construction - Contract No. 102 - FAA Project 38-10

Mr. Nasuti recommended acceptance of the project as complete and release of final payment to the contractor.

Upon the motion of Mr. Ferrante, seconded by Mr. Kilkeary, acceptance and release of final payment was approved unanimously.

Expand Terminal Parking and Access Road Improvements - FAA Project No. 3-42-0500-039-2011 Mr. Nasuti reported that, at the contractor’s request, work on the project has been suspended until spring 2012 due to extremely wet weather conditions in October. The contractor will resume work when weather permits.

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 is to bid the additional MALSR work in 2012.



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Public Safety Building

Mr. Nasuti reported that new site plans and floor plans have been developed and airport management is currently working with the county Department of Public Safety to determine whether the new reduced designs will meeting the needs outlined for the project.

Aircraft Passenger Bridge - FAA Project No. 3-42-0050-40-2011 - The engineer reported that a notice to proceed was issued to BCS Construction Inc. of Altoona on Nov. 2, 2011, and there are 30 calendar days allotted to complete the project.

Mr. Nasuti also presented five subcontractor agreements associated with the project for consideration, including: R&R Construction, Rick Rensko Masonry, Smartnick Farms C&E LLC, Krater Service LLC and ACA Engineering Inc.

Upon the motion of Mr. Gera, seconded by Mrs. Smarto, all subcontractor agreements were approved unanimously.

At Rostraver Airport:

Construct GA Taxiways - FAA Project No. 3-42-0061-18-2011

Mr. Nasuti reported that a Notice to Proceed was issued for the project on Oct. 21, 2011. The contractor, Peter J. Caruso & Sons Inc. of Pittsburgh, has 30 calendar days to complete the project.

Rehabilitate Public Parking

At the request of contractor T.A. Robinson Asphalt Paving Inc. of Bridgeville, the start of work on the project has been delayed until spring, 2012.

Requisitions by Mr. Pickels

Mr. Pickels reviewed the requisitions for November, 2011.

Arnold Palmer Regional Airport (Latrobe)

Project 37-10 (Expand ARFF Building) Requisition No. 18, totaling \$12,705.54;
Latrobe ADP-2010-AA-00024 (Terminal Equipment) Requisition No. 8, totaling \$1,375.30;
Project 39-11 (Rehab Terminal Parking) Requisition No. 2, totaling \$77,296.90;
Project 40-11 (Rehab Passenger Loading Bridge) Requisition No. 2, totaling \$3,969.82.

Rostraver Airport

Rostraver ADO-2010-WCAA-00031 (Hazard Zoning) Requisition No. 1, totaling \$3,654.36;
Rostraver ACB-2009-WCAA-00001 (Construct Hangar) Requisition No. 12, totaling \$215;
Rostraver ADP-2010-AA-00032 (Acquire Mowing/SRE Equip) Requisition No. 9, totaling \$234;
Project 18-11 (Construct GA Taxiways) Requisition No. 2, totaling \$14,653.84;
Rostraver ADP-2011-WCAA-00005 (Rehab Public Park) Requisition No. 2, totaling \$1,422.42.



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First Commonwealth - Account No. 7110075814

Requisition No. 101, totaling \$30,009.41

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

Solicitor's Report by Donald Snyder

Mr. Snyder presented a proposed ground lease with Resources Flight Support LLC, which plans to construct a hangar on the south end of the field, for 20 years with two 10-year options starting in November, 2011. A copy of the lease agreement is on file in the authority office.

Upon the motion of Mr. Gera, seconded by Mr. Ferrante, the lease with Resources Flight Support LLC was approved unanimously.

(NOTE: Mr. Kilkeary excused himself from the meeting and did not participate in any discussion or vote pertaining to the following motion).

Mr. Snyder then presented a proposed hangar lease agreement with LJ Aviation for the former Vulcan Hangar for 20 years with two 10-year options starting Jan. 1, 2012. A copy of the lease agreement is on file in the authority office.

Upon the motion of Mr. Ferrante, seconded by Mr. Gera, the lease with LJ Aviation was approved unanimously.

Mr. Snyder also recommended that the authority consider a motion stating that it is not interested in pursuing negotiations with three owners of property neighboring Arnold Palmer Regional Airport who had offered parcels for sale -- Brandt, Haines and Harr.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, the motion passed unanimously.

Executive Director's Report by Gabe Monzo

Mr. Monzo reported on two ongoing construction projects now underway at Arnold Palmer Regional Airport (the addition of a new terminal parking area and improvements to the passenger loading bridge and apron to better accommodate Spirit aircraft and passengers). "It's nice to see construction in Unity Township and in our region," he said.

He commented on the success of the airline's operations at the airport since February. "Total passengers in and out are 55,772. "That is unbelievable...this is something that we are extremely happy with," Mr. Monzo said.



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Airline Manager Jeff Minkovich reported that two awards were recently received for the airline operations at Arnold Palmer Regional, including the Quarterly Performance Award from Spirit Airlines. “We were number one for the third quarter,” he said, citing on-time performance, customer service and other elements of criteria for the award. “It is very rare for a station as young as ours to receive this award as early as we did. I’m very proud of our staff and the service they are offering to our customers. This shows that we’re moving in the right direction and that it is being very well received by the community.”

The airport also received a LACCy Award from the Latrobe Area Chamber of Commerce for adding to the local work force and showing economic growth, which was accompanied by a citation from the Pennsylvania State Senate.

Mr. Monzo also reported that airport maintenance personnel have completed grass mowing and snow-removal operations over the past month. On Oct. 29, more than two inches of wet snow fell at the airport, which needed plowed and broomed and there were no interruptions in aircraft operations. They also completed ramp repairs, maintained equipment and ordered supplies for winter maintenance.

Control Tower Report by Dwayne Pickels

Mr. Pickels reported that there were 2,259 aircraft operations at Arnold Palmer Regional Airport in October, 2011 (copy attached to these minutes).

Unfinished Business – None

New Business - None

On a request from the Chairman, who was not present, the authority was asked to consider moving the time of next month’s meeting from 9 a.m. to 11 a.m. on Dec. 13, 2011.

Upon the motion of Mr. Ferrante, seconded by Mrs. Smarto, the motion to move the time of the December 13, 2011, meeting from 9 a.m. to 11 a.m. was approved unanimously.

Adjournment – There being no further business, upon the motion of Mr. Kilkeary, seconded by Mr. Gera, the meeting was adjourned at 10:03 a.m.

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

Tuesday, Dec. 13, 2011, at 11 a.m. at Arnold Palmer Regional Airport

Minutes respectfully submitted by:

Dwayne Pickels
Administrative Assistant

Approved by: Secretary