

Westmoreland County Airport Authority
Regularly Scheduled Meeting
October 9, 2007

The Regularly Scheduled Meeting of the Westmoreland County Airport Authority was held Tuesday, Oct. 9, 2007, at 9 a.m. at Rostraver Airport in Rostraver Township, Pennsylvania, in accordance with notice given.

Authority Chairman Oland Canterna called the meeting to order, recognized newly appointed authority member Gerald Hagan and directed that the following members be recorded as present:

Oland Canterna – Chairman
Anthony Ferrante – Vice Chairman
Donald Rossi – Treasurer
R. Geraldine Drake - Secretary
John Finfrock – Assistant Secretary-Treasurer
Mark Gera
Gerald Hagan

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; Robert Demangone, representing Arnold Palmer; reporters A.J. Panian of the Tribune-Review and Chris Buckley of the Valley Independent; pilots Babe Krinock and Bill Wright; Lisa Hoffman of Fly Wright Aviation; James Gavatora, Rostraver Airport maintenance supervisor, 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 Sept. 11, 2007.

Upon the motion of Mr. Finfrock, seconded by Ms. Drake, minutes from the meeting held Sept. 11, 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 September 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 September were unanimously approved (copy attached).

Rostraver Airport Treasurer's Report, by Mr. Rossi

Mr. Rossi reviewed financial statement, expenses disbursed and accounts payable for September for Rostraver Airport and asked for comments and approval.

Upon the motion of Mr. Finfrock, seconded by Ms. Drake, the Rostraver Airport Treasurer's report, financial statement, expenses disbursed and accounts payable for September were unanimously approved (copy attached).

Chairman's Report by Oland Canterna
Mr. Canterna had no report.

Committee Reports – None

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

Runway Improvement Project Phase IV – Mr. Nasuti reported that Contractor Joseph Vaccarello Jr. Inc. of Carnegie has made significant progress. “The Runway Safety Area portion of the project was completed prior to Sept. 30, which was an important milestone relative to the Federal Aviation Administration funding for the project. A flight check was also completed on the new glide slope location and everything checked out well on that,” Mr. Nasuti said. “So as soon we're done with construction inside of the critical area, we will be able to turn the glide slope back on.” The contractor's schedule projects completion later this month or early in November. Currently, work is focused on installation of a new taxiway at the end of the runway.

Mr. Nasuti also reported that a change order was requested by the FAA after a new FAA maintenance supervisor visited the site. The FAA official has asked the authority to consider paving access roads to the localizer, glide slope and approach lighting areas, which are currently gravel, along with other items. The contractor has provided a price for those items in a total amount of \$42,496, which is eligible for FAA and PennDOT Bureau of Aviation funding. Both funding agencies have indicated that they will approve the additional costs. The authority's share of the additional costs would be \$1,050, for which adequate funding is available. Mr. Nasuti recommended approval of the change order.

Upon the motion of Mr. Rossi, seconded by Mr. Ferrante, Change Order No. 2 to Joseph Vaccarello Jr. Inc. of Carnegie was unanimously approved in the amount of \$42,496 (copy attached).

At Rostraver:

Apron Expansion/Bypass Taxiway Improvements Project & Improvements to Maintenance Building Heating System – Work on both projects is underway and is expected to be completed within the coming month. Mr. Nasuti presented a minor change order associated with the Apron Expansion/Bypass Taxiway Improvement project for the authority's consideration. One of the inlets involved in the project will require more work to repair than originally projected. As with the previous change order, adequate funding is available and FAA and PennDOT BOA are in agreement. The authority's share of the additional cost is \$30.

Upon the motion of Mr. Rossi, seconded by Ms. Drake, Change Order No. 1 to Schultheis Electric was unanimously approved in the amount of \$1,307 (copy attached).

Solicitor's Report, by Donald Snyder

Requisitions:

Arnold Palmer Regional Airport – Project 29-06 Requisition No. 15, totaling \$247.44; Project 32-07 Requisition No. 5, totaling \$155,997.22; Project 131-05-01 Requisition No. 13, totaling \$8,835.47

Rostraver Airport – Project 10-05 Requisition No. 27, totaling \$1,159.36; Project 11-06 Requisition No. 17, totaling \$539.67; Project 12-07 Requisition No. 3, totaling \$44,258.80; First Commonwealth Account No. 7110075814 Requisition No. 50, totaling \$14,144.48; Construction Fund Investment Account, Requisition No. 30, totaling \$14,528.73.

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

Executive Director's Report, by Gene Lakin

Mr. Lakin asked for a motion to adopt the 2008 tentative operating budget, which was reviewed at the committee meeting held prior to this session.

Upon the motion of Ms. Drake, seconded by Mr. Rossi, the tentative operating budget was unanimously adopted (copy attached).

Mr. Lakin also reported that a meeting has been arranged with Kriebel Resources to discuss tapping a gas line into the maintenance building at Rostraver Airport. Mr. Gera suggested insulating the building, as well. Mr. Ferrante added that inquiries need to be made as to the price of any gas used beyond the agreed-upon monthly allocation. Mr. Lakin said those inquiries would be made.

Airport Manager's Report, by Gabe Monzo

Mr. Monzo reported that Northwest Airlines was once again well over 60 percent in load factor last month. "Closer to 70 percent, he added. "We have put in a request for a larger aircraft for the morning flight or possibly for a third flight. Consideration is being made on that and I'll be meeting with those people next week. Hopefully, we can increase the amount of flights. Sandy, the new manager, has done a wonderful job and we're very happy and the passengers are very happy to work with her."

Control Tower Report

Mr. Pickels reported that there were 4,400 flight operations at Arnold Palmer Regional during the month of September (a copy of the airport traffic record is attached). That represents a significant increase from the August total and the total for September, 2006. Mr. Pickels also reported that Mesaba Airlines posted another favorable passenger enplanement and load factor total for the month of September, coming in with 1,336

Northwest Airlink passengers and a load factor of about 67%. Charter enplanements, however, are currently down for the year, he said.

Unfinished Business – None

New Business – Lisa Hoffman, president of Fly Wright Aviation, which is a flight instruction company based at Arnold Palmer Regional, brought to the attention of the board a matter involving Lease Aviation, a flight instruction company based at Jimmy Stewart-Indiana County Airport. Ms. Hoffman distributed a printed page from Lease Aviation’s Internet website. She alleged that Lease Aviation is doing business out of a T-Hangar at Arnold Palmer Regional Airport and operating without a Limited FBO agreement.

Mr. Lakin responded, informing the board that he has spoken with the owner of Lease Aviation and told him that he must cease operations and remove APRA as a location of business from his web site. If he does not comply, the matter will be turned over to the authority’s solicitor.

Ms. Hoffman also expressed an interest in purchasing the hangar that she currently rents from the authority.

Mr. Canterna said the request will be turned over to the authority’s property committee.

Adjournment

There being no further business, upon the motion of Ms. Drake, seconded by Mr. Ferrante, the meeting was adjourned at 9:30 AM.

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

Tuesday, Nov. 13, 2007, at 9:00 a.m. at Arnold Palmer Regional Airport.

Minutes respectfully submitted by:
Dwayne Pickels
Administrative Assistant

Approved by:

Secretary