

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
September 10, 2024**

Regular Meeting

The Regularly Scheduled September meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, Sept. 10, 2024, in the Authority Conference Room at Arnold Palmer Regional Airport in Unity Township, Pennsylvania, in accordance with notice given.

The meeting was called to order by Mr. Rossi, who led the Pledge of Allegiance and directed that the following members be recorded as present:

Donald Rossi - Chairman
Vincent Finoli - Vice Chairman
P. Richard Ridilla - Secretary
Edward Kilkeary Sr. - Treasurer
Gary Beck Sr. - Asst. Sec/Treas
Janice Smarto
Mark Gera
Paul Whittaker

Also present were: Executive Director Gabe Monzo; attorney Amber Leechalk of Avolio Law, authority solicitor; Scott Kunselman of McFarland-Johnson, authority engineers; Amy Fauth, Latrobe Bulletin; Jeff Himler, Tribune-Review; Valetta Mowry, pilot; Don Armitage of Laurel Highlands Jet Center; Anthony DeNunzio of DeNunzio's Chophouse; Airport Manager Moe Haas and Grants Director Dwayne Pickels.

Public Comments - None

Approval of Minutes

Upon the motion of Mr. Gera, seconded by Mr. Ridilla, minutes of the Aug. 6, 2024, regular meeting were unanimously approved.

Arnold Palmer Regional Airport and Rostraver Treasurer's Reports - Mr. Kilkeary reviewed treasurers reports for July and August.

- Upon the motion of Mrs. Smarto, seconded by Mr. Gera, the July, 2024, treasurer's report for LBE was unanimously approved.

- Upon the motion of Mr. Beck, seconded by Mr. Finoli, the July, 2024, treasurer's report for FWQ was unanimously approved.

- Upon the motion of Mr. Whittaker, seconded by Mrs. Smarto, the August, 2024, treasurer's report for LBE was unanimously approved.

- Upon the motion of Mr. Whittaker, seconded by Mr. Finoli, the August, 2024, treasurer's report for FWQ was unanimously approved.

Rostraver Committee Report -

Mr. Monzo said the first check has been submitted and leases were signed for the new takeout restaurant operation at Rostraver Airport. "So that one is ready to go," he said.

Mr. Monzo said he has received a request from Mark Raymond, Lot #109 at Rostraver, to transfer ownership to John Ciferno, with no changes.

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Upon the motion of Mr. Beck, seconded by Mr. Whittaker, the hangar was approved unanimously.

Property Committee

Mr. Monzo reported that he has received a request from J.T. Spangler to sublet hangar 21, rented by Westmoreland Aviation, to Rotorade USA Inc., a Delaware corporation. Rotorade is a multi-national helicopter maintenance and repair operation and parts distributor, Mr. Spangler wrote. It intends to use the hangar to store and maintain an inventory of aviation related parts and supplies and perform third party maintenance for its clients. The firm does not intend to conduct a significant number of flight operations. Westmoreland Aviation will remain the official lessee of hangar 21 and will continue to comply with all provisions of the existing lease. The request was referred to the Property Committee.

Engineering Proposals

A request for qualifications has been advertised seeking proposals for five years of engineering services for the authority. Mr. Monzo said that any proposals received will be referred to the Engineering Committee.

Engineer's Update Report - by Mr. Kunselman of McFarland-Johnson ARNOLD PALMER REGIONAL AIRPORT

Relocate Taxiways D and E

This project calls for relocation of stub taxiways to meet current FAA safety guidance, Mr. Kunselman said. Two grant offers have been received from FAA and a pre-construction meeting was held on July 29. Construction is planned to begin in the spring.

The prime contractor, A. Liberoni, requests subcontract approval for Bronder Technical Services in the amount of \$454,015.59.

Upon the motion of Mrs. Smarto, seconded by Mr. Finoli, subcontract approval was unanimously approved.

Terminal Addition & Improvements/Apron Equipment Storage Building Design

This project is to design and bid an addition and improvements for the terminal. Bids were opened for the first phase of the project on Feb. 9, 2023, which will include demolition of the LAS hangar (planned for immediately after airshow) and construction of a replacement equipment storage facility. Mr. Kunselman reported that two of the three grants for the project from FAA have been received. A pre-construction meeting was held on July 26, 2024. Construction is tentatively slated to began Oct. 1, 2024, he reported.

The HVAC contractor, HRANEC Sheet Metal Inc., requests subcontract approval for Allegheny Industrial Insulation Co. (HVAC Insulation, Lewis Run, PA) at \$150,000; John Hall Inc (HVAC Piping & Equipment, Ligonier) at \$642,000; Combustion Service & Equipment Co. (HVAC Controls, Pittsburgh) at \$420,130; and WAE Balance Inc. (HVAC Testing & Balancing, Mercer) at \$30,100.

Upon the motion of Mr. Whittaker, seconded by Mr. Finoli, subcontractor approval was granted unanimously.

Snow Removal Vehicle and Equipment

This project is to acquire a 20-foot broom, carrier vehicle and equipment for snow removal through the Costars program using a BIL grant from the FAA to replace an existing obsolete vehicle, Mr. Kunselman said. The vehicle was delivered on May 30, 2024 and a final inspection was held with FAA on June 27, 2024. Punch list items have been addressed.

ATCT Improvements

This project consists of habitability and accessibility improvements of the Air Traffic Control Tower, which was originally built in 1981. The project is 100% FAA funded, Mr. Kunselman said. Final inspection for Phase I was held on June 27, 2024, with punch list items remaining to be addressed. The

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authority received a Phase II grant for up to \$1.2 million for installation of an elevator. Bids were opened June 13, 2024. A pre-construction meeting was held Sept. 4, 2024. Construction is planned to begin in the fall.

GA Corporate Hangar Entrance

This project would include access and parking improvements to the corporate hangar area. Preliminary plans and renderings have been prepared and funding is being sought. The engineer noted that, due to compliance issues with TSA regulations, it is proposed to move forward with modifications proposed by the engineer in the near future with authority funds to improve safety and security and seek reimbursement of those costs when the larger project is funded.

ROSTRAVER AIRPORT:

AWOS Replacement

Design has begun to replace the existing AWOS, which was installed in 2000 and is now obsolete, Mr. Kunselman said. Bids are scheduled for the late fall of 2024 and a grant application will be filed with FAA in January, 2025.

Promotions - Mr. Whittaker called for recognition of Mr. Monzo for the success of the 2024 airshow. “I can’t say enough about the staff and the people here,” Mr. Monzo said. “From the authority to the volunteers, it a culmination of a bunch of people who care about this airport and care about what we represent and put out. Every person on this airshow is all in. The airshow is the biggest promotion that we do in marketing and putting this airport on the map. I am so proud of each and every one of these people. It’s just a fantastic thing.”

REQUISITIONS - Mr. Pickels reviewed the requisitions for August, 2024:

LATROBE

Latrobe 68-23 (Rehab ATCT PH I) Requisition No. 12, totaling \$33,104.57
Latrobe 70-24 Terminal Addition Ph.1 (HVAC) Requisition No. 1, totaling \$9,772.20
Latrobe 71-24 (TW D&E CA) Requisition No. 2, totaling \$13,453.19
Latrobe 72-24 (TW D&E CA) Requisition No. 2, totaling \$6,433.23
Latrobe 73-24 (ATCT PH II) Requisition No. 2, totaling \$2,925310
Latrobe WCIDC (Requisition No. 8, totaling \$24,395.40

Special Projects Account 7110075814 Req. No. 256, totaling \$2,965.86

Upon the motion of Mr. Gera, seconded by Mr. Kilkeary, requisitions for September, 2024, were unanimously approved as presented.

Solicitor’s Report - Amber Leechalk

Mrs. Leechalk had no additional report.

Executive Director’s Report — Mr. Monzo reported that, according to Spirit Airlines, guest satisfaction for Arnold Palmer Regional Airport’s airline operation for the year was 94.6% “so those folks out there do a hell of a job... You have a good crew of people. They’re doing a good job.”

Mr. Kilkeary added that LJ Aviation fared exceptionally in a recent audit. The intensive three-day review produced zero findings. “We operate 44 airplanes worldwide,” Mr. Kilkeary said. “There are only one percent of the operators in America that attain this level and we’re one of them.” The lead auditor “said it has been 18 years since they had performed an audit with zero findings.”

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“We have been in business for 50 years here at Latrobe,” Mr. Kilkeary added. “And I think it’s a testament to this airport and our ability to operate out of it and I’m privileged to be here.”

Mr. Rossi noted that LJ Aviation has been “great for the airport and the county. We’re proud to have you.”

Adjournment

With no further business, upon the motion of Mr. Kilkeary, seconded by Mr. Finoli, the meeting was adjourned at 9:30 a.m.

The next regular meeting of the authority will be held **Tuesday, October 15, 2024, at 9 a.m.**

Minutes respectfully submitted by:

Dwayne Pickels, Grants Director