

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
February 11, 2025**

Regular Meeting

The Regularly Scheduled February meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, February 11, 2025, 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. Whittaker, who led the Pledge of Allegiance and directed that the following members be recorded as present:

Paul Whittaker - Chairman
Janice Smarto - Vice Chairman
Vincent Finoli - Treasurer
Edward Kilkeary Sr. - Secretary
Gary Beck Sr.
Mark Gera
Richard Pologruto

Also present were: Executive Director Gabe Monzo; attorney Amber Leechalk of Avolio Law, authority solicitor; Scott Kunselman of McFarland-Johnson, authority engineers; Rich Cholodosfky, Tribune-Review; Joe Wells, Latrobe Bulletin; Don Armitage of Laurel Highlands Jet Center; and Airport Manager Moe Haas.

An executive session was called to discuss property matters

A moment of silence was observed in honor of the passing of Mrs. Smarto's son-in-law.

Public Comments - None

Approval of Minutes

Upon the motion of Mr. Kilkeary, seconded by Mr. Pologruto, minutes of the Jan. 14, 2024, regular meeting were unanimously approved.

Arnold Palmer Regional Airport and Rostraver Treasurer's Reports -
Mr. Finoli reviewed treasurers reports for December.

Upon the motion by Mrs. Smarto was seconded and the December, 2024, treasurer's report for Arnold Palmer Regional Airport was unanimously approved.

Upon the motion of Mrs. Smarto, seconded by Mr. Pologruto, the December, 2024, treasurer's report for Rostraver Airport was unanimously approved.

Rostraver Committee Report - Mr. Beck report that he and Mr. Monzo and Mr. Haas recently visited the restaurant at Rostraver Airport and noted "considerable improvements." An occupancy permit is expected to be obtained soon.

Property Committee Report - Mr. Gera reported that the committee is recommending approval of a motion as presented by the solicitor to allow Jodaron Realty LLC to acquire T-hangars 15-28 owned by Anthony Ferrante.

Westmoreland County Airport Authority

The motion, as read by the solicitor, stated: Jodaron Realty, LLC to acquire T-Hangars 15-28 from Anthony Ferrante or his affiliated entity and acquisition of the leasehold interest for these T-Hangars also held by Anthony Ferrante or one of his affiliated entities. This leasehold interest with improvements will be acquired from Mr. Ferrante, or his affiliated entities.

Upon the motion by Mr. Gera, seconded by Mr. Pologruto, the motion passed unanimously with Mr. Kilkeary and Mr. Finoli abstaining.

Mr. Gera then presented a motion for the proposed construction of a corporate hangar “that was previously approved months ago, but since that time, we have found some safety concerns with the location and configuration of that building.”

Mr. Gera moved for approval of the construction proposal of the corporate hangar with modifications including rotating it 90 degrees and relocating into the rear area of the T-hangars that were approved for purchase (See plan attached to these minutes) and providing the developer with two T-hangars in the South Hangars for five years.

Mr. Pologruto seconded the motion, which passed unanimously with Mr. Kilkeary and Mr. Finoli abstaining.

“I think that we’ve made a fair compromise,” Mr. Kilkeary said.

Mr. Gera commented: “I just think that, safety wise, it’s the best solution.”

Engineer’s Update Report - by Mr. Kunselman of McFarland-Johnson

ARNOLD PALMER REGIONAL AIRPORT

Mr. Kunselman reported that notice was submitted that Laurel Highlands Jet Center intends to proceed with phase III of Hangar #7 upgrades, which include window and roof replacement, stone face/stucco on some of the walls, HVAC units for heating and cooling.

Relocate Taxiways D and E

This project calls for removal and reconstruction of two stub taxiways to meet current FAA safety guidance, Mr. Kunselman said. A pre-construction meeting was held on July 29, 2024. Construction is planned to start in the spring of 2025.

Terminal Addition & Improvements/Apron Equipment Storage Building Design

“We had a final inspection for the equipment building on Feb. 5 with some minor punch list items to be addressed,” Mr. Kunselman said, presenting Change Order No. 7, which provides a required project sign in the amount of \$1,841.55, for a total of \$1,916,438.62. “This is to bring you into compliance with your funding agency requirements,” he said, noting, “this is a specific requirement of the RACP funding.

This Terminal Addition project is to design and bid an addition and improvements for the terminal. Construction of the first phase began in October, 2024, and is expected to last about 14 months. The Engineer recommended approval of Change Order No. 3 for underground storage tank soil monitoring and fence modifications for the General Contractor, Allegheny Construction Group, Inc. in the additional amount of a \$56,207.06 and a new total contract amount of \$8,057,139.15. FAA concurred with the requested Change Order. A final inspection for the AESB was held on February 5, 2025 with minor punch list items to be addressed.

Upon the motion of Mrs. Smarto, seconded by Mr. Gera, Change Order No. 3 was unanimously approved.

Snow removal Vehicle and Equipment

This project was to acquire a 20 ft. 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. The vehicle was delivered on May 30, 2024. A final inspection was held with FAA on June 27, 2024 and the punch list items have been addressed. It was determined that a dump hood is needed for the broom. A quote from M-B Companies, Inc. was received for \$24,561.04. Discussions with FAA have indicated that it should be eligible for grant funding if Federal Contract provisions are met.

The Engineer recommended approval of Change Order No. 1 pending FAA official concurrence. New total amount of \$954,441.58.

Upon the motion of Mr. Pologruto, seconded by Kilkeary, Change Order 1 was unanimously approved.

ARFF Vehicle and Equipment

This project is to acquire a new B-IV Airport Rescue & Fire Fighting vehicle and equipment. The existing vehicle was acquired in 2010 and is deemed obsolete by NFPA and FAA Part 139. The Engineer requests permission to put the projects out to bid upon completion of the funding agency review of the bid packages.

Upon the motion of Mr. Gera, seconded by Mrs. Smarto, permission to seek bids for the project was unanimously approved.

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 all punch list items addressed. Phase II construction began Oct. 7 and is planned to last through April.

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. 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 security and safety, and seeking 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 early 2025 and a grant application will be filed with FAA in April, 2025.

PROMOTIONS - Mr. Whittaker reported on the status of air show performer negotiations.

REQUISITIONS - Mr. Monzo reviewed the requisitions for January, 2025

LATROBE

- Latrobe 69-24 Terminal Addition PH I (FAA PH II) Requisition No. 4, totaling \$218,927.47 (Allegheny Constr)
- Latrobe 70-24 (Terminal Addition PH I, III) Requisition No. 5, totaling \$61,104.18 (Allegheny/HRANEC)
- Latrobe 71-24 (Remove/Reconstruct TW D CA) Requisition No. 5, totaling \$4,405.83 (MJ)
- Latrobe 72-24 (Remove/Reconstruct TW E CA) Requisition No. 5, totaling \$3,376.19
- Latrobe 73-24 (ATCT Improvements PH II) Requisition No. 6, totaling \$111,605.69 (MJ/ABS)
- Latrobe 74-24 (Terminal Add & Improvements PH I) Req. No. 5, totaling \$17,656.51 (MJ/SPTA)
- Latrobe WCIDC Requisition No. 13, totaling \$165,187.24 (MJ/Allegheny/HRANEC)
- Special Projects Account 7110075814 Requisition No. 260, totaling \$778.20

Upon the motion of Mr. Pologruto, seconded by Mr. Beck, requisitions for February, 2024, were unanimously approved as presented.

Solicitor’s Report - Amber Leechalk

Mrs. Leechalk reported new language in the purchase agreement with 2071 Ardmore Group, LLC for the sale of Lot 3 to be used for the installation of a Dunkin’ donuts store on Rostraver Airport property and to operate it longterm.

Upon the motion of Mrs. Smarto, seconded by Mr. Kilkeary, approval of the sale agreement for Lot 3 was granted unanimously.

Mrs. Leechalk also presented a transfer of a lease for Hangar F2 at Rostraver Airport to go under the name Robert J. Thompson.

A motion was made and seconded and lease transfer was unanimously approved.

Executive Director’s Report

Mr. Monzo reported that TSA requirements for badging have now been met after much effort by staff.

Snow removal efforts by maintenance staff were also applauded. “We went through a lot of brooms and chemicals and salt,” Mr. Monzo added. “It was quite the challenge, and I can’t say enough about these guys. They really worked hard and the equipment held up pretty well.”

Chairman’s Report

Mr. Whittaker reported that a policy needs to be created for using airport tugs on private aircraft. “It’s a liability issue, and if something would happen we might not be able to use it for the Spirit or charter aircraft. Until we can get that worked out, we’re saying not to use it.”

A list of new committee appointments was distributed and is attached to these minutes.

Adjournment

With no further business, the meeting was adjourned.

The next regular meeting of the authority will be held **Tuesday, March 11, 2025, at 9 a.m.**

Minutes respectfully submitted by:
Dwayne Pickels, Grants Director