

**Westmoreland County Airport Authority
Regularly Scheduled Meeting
January 14, 2025**

Regular Meeting

The Regularly Scheduled January meeting of the Westmoreland County Airport Authority was held at 9 a.m. Tuesday, January 14, 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. Rossi, who led the Pledge of Allegiance and directed that the following members be recorded as present:

Donald Rossi - Chairman
Vincent Finoli - Vice Chairman
Edward Kilkeary Sr. - Treasurer
Gary Beck Sr. - Asst. Sec/Treas
Mark Gera
Paul Whittaker
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; pilots Valetta Mowry and Anne Haines; Don Armitage of Laurel Highlands Jet Center; Anthony DeNunzio of DeNunzio's Italian Chop House; Airport Manager Moe Haas and Grants Director Dwayne Pickels.

An executive session was called to discuss property matters from 9:01 to 9:55 a.m.

Reorganization

Solicitor Amber Leechalk of Avolio Law read the proposed slate of new officers, which called for

Paul Whittaker - Chairman
Janice Smarto - Vice Chairman
Vincent Finoli - Treasurer
Edward Kilkeary - Secretary

Upon the motion of Mr. Gera, seconded by Mr. Finoli, the roster of new officers was unanimously approved.

Public Comments - None

Approval of Minutes

Upon the motion of Mr. Kilkeary, seconded by Mr. Finoli, minutes of the Dec. 10, 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 of Mr. Pologruto, seconded by Mr. Gera, the December, 2024, treasurer's report for Arnold Palmer Regional Airport was unanimously approved.

Westmoreland County Airport Authority

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

Rostraver Committee Report - deferred to Solicitor's report

Property Committee Report - None

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

ARNOLD PALMER REGIONAL AIRPORT

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

This project is to design and bid an addition and improvements for the terminal.

The engineer recommended approval of Change Order No. 2 in the amount of \$21,314.65 for unforeseen utility and structural changes for the general contractor, Allegheny Construction, creating a new total contract amount of \$8,000,932.09. FAA has concurred with the CO.

Upon the motion of Mr. Gera, seconded by Mr. Rossi, Change Order No. 2 was unanimously approved.

The engineer also requested authorization to seek bids for the next phases of the Terminal Improvement Project upon funding agency review completion.

Upon the motion of Mr. Kilkeary, seconded by Mr. Gera, approval to seek bids for the next phases of the Terminal Improvement Project was approved unanimously.

Snow removal Vehicle and Equipment

The project was to acquire a 20-foot broom, carrier vehicle and equipment for snow removal through the Co-Stars program using a BIL grant from FAA to replace an existing obsolete vehicle. It was delivered on May 20, 2024, and 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 all punch list items addressed. Phase II construction began Oct. 7 and is planned to last through April.

The engineer recommended approval of Change Order No. 3 for additional paving required due to unforeseen soils issues and entrance door hardware replacement for the general contractor, ABS Building System Integrators, in the amount of \$4,113.12 ADD and a new total contract amount of \$1,046,391.12. FAA concurrence with the change order is pending.

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

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 early 2025 and a grant application will be filed with FAA in April, 2025. The engineer requested authorization to seek bids for the AWOS replacement project pending completion of FAA review.

Upon the motion of Mr. Kilkeary, seconded by Mr. Beck, authorization to seek bids for the project was unanimously approved.

PROMOTIONS - Mr. Whittaker reported that plans are underway for an “AirFest” this fall (mid-September) “sort of like a Wings & Wheels thing...it sort of falls in line with when Charlie Carrol flew 100 years ago, people with their cars and lunchboxes and whatever having a fun time at the airport.”

The one-day event will be held on the old (decommissioned) RW 3-21

The plan calls for static aircraft displays and other attractions. A majority of regular airshow sponsors have expressed support for the plan, Mr. Monzo said.

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

LATROBE

- Latrobe 69-24 (Terminal Addition PH I (FAA PH II) Requisition No. 3, totaling \$172,963.70 (Allegheny Constr)
- Latrobe 70-24 (Terminal Addition PH I, III) Requisition No. 4, totaling \$126,290.84 (Allegheny/Wheels/HRANEC)
- Latrobe 71-24 (Remove/Reconstruct TW D CA) Requisition No. 4, totaling \$3,426.27 (MJ)
- Latrobe 73-24 (ATCT Improvements PH II) Requisition No. 5, totaling \$174,546.61 (MJ/ABS)
- Latrobe 74-24 (Terminal Add & Improvements PH I) Req. No. 4, totaling \$16,175.53 (MJ)

- Latrobe WCIDC Requisition No. 12, totaling \$261,311.34 (MJ/Allegheny/Wheels/HRANEC/DirecTec)
- Special Projects Account 7110075814 Requisition No. 259, totaling \$342.63

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

Solicitor’s Report - Amber Leechalk

Mrs. Leechalk reported that some concerns have come up since approval was granted last month to an individual to build a new hangar at Rostraver. “The authority has since done some due diligence and there are some concerns with this individual’s ability to act accordingly,” she said.

Upon the motion of Mr. Beck, seconded by Mr. Kilkeary, approval to construct a new hangar at Rostraver was unanimously rescinded.

Mrs. Leechalk also presented a motion to amend a contingent legal services agreement adopted in 2023 dealing with potential future litigation concerning PFAS contamination. “One of the firms involved in the agreement needs to change its name from Kennedy and Madonna LLP to Kevin Madonna PLPC.”

Westmoreland County Airport Authority

Upon the motion of Mr. Finoli, seconded by Mr. Pologruto, the motion to amend the legal services agreement was unanimously approved.

Mrs. Leechalk also presented resolutions involving reassignment of the deeds for airport parcels previously in the name of the defunct Tri-City Municipal Authority to WCAA and to authorize the use of RACP funding for the terminal expansion project.

Upon the motion of Mr. Rossi, seconded by Mr. Finoli, resolutions to transfer parcels of airport property from the Tri-City Municipal Authority to the Westmoreland County Airport Authority and to amend the cooperation agreement with the Westmoreland County Industrial Development Corporation (WCIDC) clarifying terms and conditions for the administration for administration of funding identified for the terminal expansion project was unanimously approved.

Copies of the resolutions are attached to these minutes.

Finally, upon the motion of Mr. Kilkeary, seconded by Mr. Finoli, the board agreed unanimously to authorize Mrs. Leechalk to prepare a counter proposal for the Dunkin' Donuts representatives interested in building a store on a parcel at Rostraver Airport.

After much discussion, a plan to rescind and modify a planned hangar construction in the corporate hangar area was tabled until it could be placed on the agenda for the February meeting.

Adjournment

With no further business, the meeting was adjourned at 10:23 a.m.

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

Minutes respectfully submitted by:
Dwayne Pickels, Grants Director