

WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT  
BOARD MEETING  
MARCH 28, 2013

A regular meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Thursday, March 28, 2013 in the Terminal Building Conference Room at the Airport. The meeting was called to order at 10:30 A.M. with Mr. Timothy McGinley presiding.

**PRESENT:** Commissioner Corey D. O'Brien  
Commissioner James Wansacz  
Commissioner Patrick O'Malley  
Board Member Timothy McGinley  
Board Member Robert Lawton  
Board Member Rick Williams

**ALSO PRESENT:** Barry J. Centini, Airport Director  
Michael W. Conner, Assistant Airport Director  
Stephen Mykulyn, Director of Engineering  
Gary Borthwick, Director of Finance  
Attorney Michael Butera, Luzerne County Solicitor  
Walter Griffith, Luzerne County Controller  
Daniel Chipego, Luzerne County Deputy Controller  
Gary DiBileo, Lackawanna County Controller

**ITEM 2:**  
**PUBLIC COMMENTS.**

*(Chairman)*

**DISCUSSION:** Michael and James Gallagher of Aviation Technologies informed the Board that they have been working with the Indy Car Circuits since 2001 and this year they are sponsoring their head rest covers for the aircraft for the season. They went on to say that there is a race scheduled for July 7, 2013 and that they would like to roll out the red carpet for them, and informed the Board that they would appreciate the support and participation of the Airport and Board Members to organize some kind of media event. Mr. Centini instructed them to keep the Board abreast of any arrangements and information concerning this event and that the Airport would be glad to have the opportunity to help kick off the return of IRL racing which it is glad is back.

**ITEM 3:**  
**APPROVAL OF MINUTES.**

*(Chairman)*

**MOTION:** To approve and dispense with the reading of the February 21, 2013 Bi-County Airport Board Meeting minutes.

**MOVED BY:** Board Member Williams

**SECONDED BY:** Commissioner O'Brien

**VOTE:** Unanimous

**ITEM 4:**  
**BUSINESS REPORT:**

*(Michael Conner – Assistant Airport Director)*

Passenger Activity

**DISCUSSION:**

Mr. Conner reported on the “Airport Quick Look” charts, passenger enplanements for the month of February 2013 decreased 8.5% to 15,535 from 16,987 in the month of February 2012. Mr. Conner noted that this is attributable to the loss of a daily Delta flight to Detroit for the winter season.

Enplanements for February 2013 compared to enplanements for February 2011 increased by 703 or 4.7%. This is mainly attributable to the addition of Allegiant’s twice weekly flights to Orlando-Sanford and Delta’s one daily flight to Atlanta, when compared to February 2011.

Enplanements for February 2013 compared to enplanements for January 2013 decreased by 902 or 5.5%. This is mainly attributable to February being a shorter month than January.

In February 2013, 28 departing flights were cancelled: 23 for air traffic/weather; 5 for mechanical. This accounts for 1,250 seats (6.2%) out of a total 21,501 departure seats. Also, 35 arriving flights were cancelled: 29 for air traffic/weather and 6 for mechanical.

General Aviation Operations.

**DISCUSSION:**

For February 2013, General Aviation had 614 operations (one take-off or one landing) which is a decrease of 21% from February 2012’s 777 General Aviation Operations. General Aviation revenues decreased \$ 1,104 or 14% to \$ 6,740.

Financial Report

Revenue/Expenses Report.

**DISCUSSION:**

Mr. Conner reported that for the month of February 2013, Airport Operations had a net income totaling \$ 10,183, compared to a net loss of \$ 13,089 in February 2012, which is a difference of \$ 23,272. Year to date net loss for 2013 is \$ 28,866 which is \$ 13,324 less than the comparable 2012 net loss of \$ 42,190. Invoices received since the last meeting for supplies and services total \$ 607,836.93. These invoices include major construction project costs of \$ 336,877.90.

Project Invoices.

**DISCUSSION:**

The following Airport Capital Project Invoices and Applications for Payment have been received since the last Board Meeting and are recommended for payment (AIP Drawdown #2013/2).

Construct South General Aviation Apron  
ACP 10-01

URS	\$	6,393.31
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**BUSINESS REPORT – Cont'd...**

Invoice #5403599, February 15, 2013 in the amount of \$ 6,393.31 for inspection services.

URS \$ 6,717.92

Invoice #5443124, March 8, 2013 in the amount of \$ 6,717.92 for inspection services.

Popple Construction \$ 270,966.67

Application #14, March 20, 2013 in the amount \$ 270,966.67 for construction services.

This project is 97.07% complete.

Obstruction Tree Removal  
ACP 12-01

A. R. Popple \$ 52,800.00

Application #1, March 11, 2013 in the amount of \$ 52,800.00 for tree removal.

This project is 98.26% complete.

Airport Passenger Facility Charge (PFC) Trust Transfers

**DISCUSSION:**

The following PFC transfers are recommended for Airport Board approval. PFC Drawdown # 2013/2 (Check #1013).

Obstruction Tree Removal  
PFC Project #08-024

A. R. Popple \$ 52,800.00 CIP 19612-01  
Tree Removal  
ACP 12-01

**MOTION:**

Request the Airport Board approve the above transactions and payments.

**MOVED BY:**

Commissioner O'Brien

**SECONDED BY:**

Board Member Lawton

**VOTE:**

Unanimous

**ITEM 5.**

**AUTHORIZATION TO BID:**

*(Michael Conner, Assistant Airport Director)*

**MOTION:**

Recommend the Airport Board approve the solicitation of bids for Airport Sweeper Brushes.

**MOVED BY:**

Commissioner O'Brien

**SECONDED BY:**

Board Member Lawton

**VOTE:**

Unanimous

**AUTHORIZATION TO BID – Cont'd...**

**MOTION:** Recommend the Airport Board approve the solicitation of a Request for Qualifications and Proposals for Fixed Base Operator (FBO).  
**MOVED BY:** Board Member Williams  
**SECONDED BY:** Commissioner O'Malley  
**VOTE:** Unanimous

**ITEM 6.**

**CONTRACTS/LEASES/AGREEMENTS:**

*(Michael Conner, Assistant Airport Director)*

Airport Use Agreement – Non-Signatory Carrier.

**MOTION:** Request the Airport Board approve the Airport Use Agreement (Non-Signatory Carrier) between the Wilkes-Barre/Scranton International Airport and Republic Airlines, 8909 Purdue Road, Suite 300, Indianapolis, IN 46268. This Agreement outlines the rates and charges, insurance requirements, passenger facility charges, indemnifications, and space use provisions for Republic Airlines to operate regular charter flights from the Wilkes-Barre/Scranton International Airport to popular tourist destinations. The Agreement is a month-to-month agreement beginning on the first day the Airline operates a charter flight at the Airport, with cancellation upon 30 days notice by either the Airline or the Airport. Flights that Republic Airline may operate on behalf of USAirways or any other Airline are not included in this agreement.  
**MOVED BY:** Commissioner O'Malley  
**SECONDED BY:** Board Member Williams  
**VOTE:** Unanimous

**ITEM 7.**

**DIRECTOR'S COMMENTS:**

*(Barry J. Centini, Airport Director)*

Personnel.

**MOTION:** Recommend the Airport Board approve the resignation of Mr. Anthony DeSanto, 299 Market Street, Pittston, PA effective April 1, 2013. Mr. DeSanto worked as a maintenance man for 23 years at the Wilkes-Barre/Scranton International Airport and is retiring.  
**MOVED BY:** Board Member Lawton  
**SECONDED BY:** Board Member Williams  
**VOTE:** Unanimous

New South General Aviation Apron Project.

**MOTION:** Recommend the Airport Board approve Change Order #4 increasing Popple Construction Inc. contract \$ 93,773.16 from \$ 5,964,245.37 to \$ 6,058,018.53, subject to FAA, PennDOT and Solicitors concurrence. Increase is due to work necessary to; 1) remove existing unsuitable soil from Taxiway A which caused pavement settlement over the storm sewer line 25 feet below grade, and replace with engineered fill as directed by Soils Engineers. Trench in paved area was 46 feet long x 4 feet wide; 2) Remove wet unstable soil, place drain tile and backfill with engineered fill to expand Taxiway A shoulder area which included rerouting and extending under drain to existing inlet and 3) to remove and replace existing unstable soil north of Taxiway A at fuel farm access road with offsite shale.

**DIRECTOR'S COMMENTS – Cont'd...**

**MOVED BY:** Commissioner O'Brien  
**SECONDED BY:** Board Member Lawton  
**VOTE:** Unanimous

Miscellaneous.

**DISCUSSION:** Mr. Centini informed the Board that Marywood University's Aviation Club will host the 8<sup>th</sup> Annual Aviation Exploration Day at the Wilkes-Barre/Scranton International Airport on Saturday, April 13, 2013. All activities will take place at our FBO, Saker Aviation. Plans are to have static display aircraft, aviation exhibits, airplane rides (starting at 11:15 A.M.) and children's activities. Food will be available for purchase. Hanger doors will open at 11:00 A.M. and the event will end at 4:00 P.M. Marywood's Aviation Club is hoping to raise \$ 2,000.00 for Angel Flight of America. The non-profit Angel Flight arranges free air transportation for children and adults to access medical care. Aviation Exploration Day is sponsored by Marywood University, Saker Aviation, Tech Aviation Flight School and the Wilkes-Barre/Scranton International Airport. Mr. Centini said that he is encouraging everyone who is interested in aviation to come out and enjoy day of aviation exploration.

**DISCUSSION:** Mr. Centini reminded the Airport Board members that photos will be taken after the Airport Board Meeting in the inner conference room.

**ITEM 8.**  
**OTHER MATTERS:**  
*(Chairman)*

**DISCUSSION:** Board Member Williams asked Mr. Centini if he has any feedback as to if the FAA Control Tower will be reducing hours during this time of sequestration. Mr. Centini stated that he only knows what he has read and seen and that is that AVP's tower is not slated for closure and from talking to the AVP Tower Manager he thinks' that this airport will be ok for a period of time, maybe till August, and then we will find what happens and if it will affect this Airport. He did state that on the positive side the local tower manager did say that if it happens that there is a FAA Controller furlough of one day per month or a tower closure of the early morning hours, none of that would affect the scheduled air service at Wilkes-Barre/Scranton.

**DISCUSSION:** Board Member McGinley asked Mr. Centini what the status is on regaining flights to Pittsburgh and Mr. Centini replied that he has been working with the Pittsburgh connector people, who are a group of people trying to restore intra-state air service back to Pittsburgh. Mr. Centini also stated that we have been working individually with airlines, and that Pittsburgh has been able to, with the Bureau of Aviation, come up with monies for a study, and once that study is complete they will market it to the airlines for those airports that the study shows could sustain service to Pittsburgh. Mr. Centini stated that our airport is one of those airports and that there are only 2 or 3 in the entire state that could sustain that service.

**ITEM 9.**  
**ADJOURNMENT:**  
*(Chairman/Vice Chairman)*

**MOTION:** To adjourn the meeting.  
**MOVED BY:** Commissioner O'Brien  
**SECONDED BY:** Board Member Williams  
**VOTE:** Unanimous

The meeting was adjourned at 10:55 A.M.