

WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT
BOARD MEETING
MAY 24, 2012

A regular meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Thursday, May 24, 2012 in the Terminal Building Conference Room at the Airport. The meeting was called to order at 10:40 A.M. with Board Member Tim McGinley presiding.

PRESENT: Commissioner Jim Wansacz
Commissioner Patrick O'Malley
Board Member Robert Lawton
Board Member Tim McGinley
Board Member Rick Williams

ALSO PRESENT: Barry J. Centini, Airport Director
Michael W. Conner, Assistant Airport Director
Stephen Mykulyn, Director of Engineering
Gary DiBileo, Controller, Lackawanna County
Attorney Don Frederickson, Lackawanna County Solicitor

ITEM 2:
PUBLIC COMMENTS.

None

ITEM 3:
APPROVAL OF MINUTES.

MOTION: To approve and dispense with the reading of the April 19, 2012 Bi-County Airport Board Meeting Minutes and the Amended March 22, 2012 Bi-County Airport Board Meeting minutes.
MOVED BY: Commissioner Wansacz
SECONDED BY: Board Member Lawton
VOTE: Unanimous

ITEM 4:
BUSINESS REPORT:

Passenger Activity

DISCUSSION: Mr. Conner reported on the "Airport Quick Look" charts, passenger enplanements for the month of April 2012 decreased 3.6% to 18,914 from 19,622 in the month of April 2011. Enplanements for the month of April 2012 compared to the month of April 2010, increased by 1,583 which is +9.1%. In April 2012, 6 departing flights were cancelled due to mechanical problems and 8 departing flights were cancelled due to air traffic/weather. This accounts for 557 seats (2.2%) out of a total 26,066 departure seats. Also, 10 arriving flights cancelled due to mechanical problems and 6 arriving flights cancelled due to air traffic/weather.

BUSINESS REPORT – Cont'd...

General Aviation Operations.

DISCUSSION:

For April 2012, General Aviation had 877 operations (one take-off or one landing) which is a decrease of 43% from April 2011's 1,533 General Aviation Operations. General Aviation revenues decreased \$ 1,970 or 17% to \$ 9,734.

Financial Report

Revenue/Expenses Report.

DISCUSSION:

Mr. Conner reported that for the month of April 2012, Airport Operations had a net income totaling \$ 20,657, compared to a net income of \$ 65,825 in April 2011, which is a difference of \$ 45,168. Year-to-date, our income for 2012 is \$ 71,076, which is \$ 23,912 better than the comparable 2011 net income of \$ 47,164. Invoices received since the last meeting for supplies and services total \$ 355,933.43. These invoices include major construction project costs of \$ 119,846.03.

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 Echo Drawdown #2012/4).

Rehab. and Extend Hangar Road
ACP 07-16

L.R. Kimball	\$	1,741.33
--------------	----	----------

Invoice # 514361, May 2, 2012 in the amount of \$ 1,741.33 for Inspection Services.

Scartelli Construction Services, Inc.	\$	102,998.97
---------------------------------------	----	------------

Application #6, May 15, 2012 in the amount of \$ 102,998.97 for Construction Services.

This project is 43.40% complete.

Lighting Control & Security Gate Work with New ATCT
ACP 10-05

KBA Engineering	\$	4,000.00
-----------------	----	----------

Invoice #6804, May 15, 2012 in the amount of \$ 4,000.00 for Design Services.

This project is 1.21% complete.

BUSINESS REPORT – Cont'd...

Parking Study and Construct Additional Surface Parking Project
ACP 10-07

KBA Engineering \$ 11,105.73

Invoice #6803, May 15, 2012 in the amount
\$ 11,105.73 for Design Services.

This project is 93.52% complete.

Airport Passenger Facility Charge (PFC) Trust Transfers

DISCUSSION:

The following PFC transfers are recommended for Airport Board approval.
PFC Drawdown # 2012/4 Check #1001.

Lighting Control & Security Gate Work with New ATCT

KBA Engineering \$ 4,000.00 CIP 19610-05
Design
ACP 10-05

MOTION:

Request the Airport Board accept and approve the above transactions and payments.

MOVED BY:

Commissioner Wansacz

SECONDED BY:

Commissioner O'Malley

VOTE:

Unanimous

ITEM 5.

CONTRACTS/LEASES/AGREEMENTS:

Land Lease Agreement.

MOTION:

Request the Airport Board approve the Land Lease Agreement between the Wilkes-Barre/Scranton International Airport and USA Mobility Wireless, Inc. dated May 17, 2012. The Airport thereby leases a portion of the land parcel containing 210 s.f. of land located at 102 Navy Way Road. The term of this Agreement shall be effective as of July 1, 2012 and end on June 30, 2013. Rental for the first term shall be \$ 6,942.24 and be paid in monthly installments of \$578.52. Two new renewal terms of one year each shall automatically be enacted unless either party gives 30 days notice prior to the end of a term. The annual rental for each renewal term shall be increased by an amount equal to 3% over the previous annual rental.

MOVED BY:

Board Member Williams

SECONDED BY:

Commissioner Wansacz

VOTE:

Unanimous

ITEM 6.

BID OPENING/AWARD:

Lighting Controls and Security Gate Work Associated with New ATCT.

MOTION:

Bids were opened Friday, May 18, 2012 at 10:30 A.M., in the Airports Conference Room by Airport Administration and Lackawanna County Chief Auditor, Reggie Mariani and Deputy Controller, Mary Jo Sheridan for the Lighting Controls and Security Gate Work Associated with the New Control Tower Project. The bids were

BID OPENING/AWARD – Cont’d...

reviewed and tabulated and it is recommended that the Airport Board award the contract to the lowest bidder, Everon Electrical Contractors, Rocky Glen Industrial Park, Moosic, PA, at the Total Base Bid price of \$ 327,840.00. There were three (3) bidders as shown in the following bid tabulation:

<u>Company</u>	<u>Base Bid</u>	<u>Deviations</u>
Kuharchik Construction Exeter, PA.	\$ 359,000.00	None
Joyce Electrical, Inc. Eynon, PA.	\$ 337,300.00	None
Everon Electrical Scranton, PA	\$ 327,840.00	None

MOVED BY: Board Member Williams
SECONDED BY: Commissioner Wansacz
VOTE: Unanimous

ITEM 7.
AUTHORIZATION TO BID:

Airport Runway Sweeper Brushes.

MOTION: Recommend the Airport Board approve the Authorization to Bid for provision of Airport Runway Sweeper Brushes.
MOVED BY: Commissioner O'Malley
SECONDED BY: Board Member Williams
VOTE: Unanimous

ITEM 8.
DIRECTOR'S COMMENTS:

Surface Parking Lot Expansion Project.

MOTION: Recommend the Airport Board ratify the PennDOT grant amendment (ADP-2010 Co. of Lackawanna and Luzerne – 00054 FUND COMMIT – EG 00000977) increasing PennDOT's Bureau of Aviation grant funds for eligible costs \$ 251,573.00 from \$ 15,000.00 to \$ 266,573.00. The local (Airport) project costs will also increase to \$ 266,573.00 bringing the total surface parking lot expansion project costs to \$ 533,146.00.
MOVED BY: Board Member Williams
SECONDED BY: Commissioner O'Malley
VOTE: Unanimous

MOTION: Recommend the Airport Board approve Change Order #1 to Sproul Construction, Inc.'s contract decreasing the contract amount \$ 194,260.80 from \$ 607,747.46 to \$ 413,486.66 subject to PennDOT and Solicitors concurrence. Decrease in project costs is due to removal of all items associated with the installation of the New Lot A entrance/exit gates, all new pavement markings in Lot A & B, new concrete walkways in Lot A & B, drainage improvements in Lot A, new LED signs along the Airport Entrance Road and the new exit canopy for Lot B with associated electrical items.

DIRECTOR'S COMMENTS – Cont'd...

MOVED BY: Commissioner Wansacz
SECONDED BY: Commissioner O'Malley
VOTE: Unanimous

Lighting Controls and Security Gate Work Associated with New ATCT.

MOTION: Recommend the Airport Board approve the contract between Everon Electrical Contractors, Inc. and the Wilkes-Barre/Scranton International Airport, subject to solicitors concurrence. Contract is for all labor and services necessary for the installation of airfield lighting controls and electrical work for remote Security Gates associated with the new Air Traffic Control Tower scheduled for operation late August 2012. Contract not to exceed \$ 327,840.00.

DISCUSSION: Mr. Centini reminded the Board that Allegiant Airlines will begin their non-stop, low cost service June 21, 2012 to Orlando/Sanford, Daytona Beach. He stated the new twice weekly service Thursday and Sunday will depart the Wilkes-Barre/Scranton International Airport at 3:40 P.M. and arrive in Orlando/Sanford at 6:00 P.M. Flights from Orlando/Sanford will depart at 12:35 P.M. coming back to Wilkes-Barre/Scranton and arriving here at 3:00 P.M. A ribbon cutting ceremony is scheduled to take place on June 21, 2012, time as yet to be determined.

ITEM 9.
OTHER MATTERS:

None.

ITEM 10.
ADJOURNMENT:

MOTION: To adjourn the meeting.
MOVED BY: Board Member McGinley
SECONDED BY: Board Member Lawton
VOTE: Unanimous

The meeting was adjourned at 11:05 A.M.