

WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT  
BOARD MEETING  
JUNE 16, 2011

A regular meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Thursday, June 16, 2011 in the Terminal Building Conference Room at the Airport. The meeting was called to order at 10:32 A.M. with Commissioner Stephen A. Urban presiding.

**PRESENT:** Commissioner Stephen A. Urban  
Commissioner Maryanne C. Petrilla  
Commissioner Thomas P. Cooney  
Commissioner Corey D. O'Brien  
Commissioner Michael J. Washo

**ALSO PRESENT:** Barry J. Centini, Airport Director  
Michael W. Conner, Assistant Airport Director  
Gary Borthwick, Director of Finance  
Stephen Mykulyn, Director of Engineering  
Attorney John O'Brien, Lackawanna County Solicitor

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

None.

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

**MOTION:** To approve and dispense with the reading of the May 26, 2011  
Bi-County Board of Commissioners Meeting minutes.  
**MOVED BY:** Commissioner O'Brien  
**SECONDED BY:** Commissioner Petrilla  
**VOTE:** Unanimous

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

Passenger Activity

**DISCUSSION:** Mr. Conner reported on the "Airport Quick Look" charts, passenger enplanements for the month of May 2011 increased 20.0% to 21,145 from 17,627 in the month of May 2010. Enplanements for the month of May 2011 compared to the month of May 2009, increased by 2,667 which is + 14.4% . In May 2011, 3 departing flights were cancelled due to mechanical, 2 departing flights were cancelled due to crew availability, and 25 departing flights were cancelled due to air traffic/weather. This accounts for 1,314 seats (-4.7%) out of a total 28,047 departure seats.

**DISCUSSION:** Commissioner Washo noted the 20% increase in enplanements is a huge jump and that over the past year the enplanements have been over 14% for most months and asked if this is the biggest jump AVP has had and expressed how astounding it is. Mr. Centini replied that it is a huge jump, especially since it is only May and in May you have a lot of college graduations and people aren't traveling and in early June

**BUSINESS REPORT – Cont'd...**

you have high school graduations and people aren't traveling and when you see a 20% increase in May, it is just astounding. Mr. Centini went on to say that it is one of the reasons the Airport put an engineer on because if these type of increases continue through some of the big traveling months the Airport could be running out of parking and the Airport is addressing that.

General Aviation Operations.

**DISCUSSION:**

For May 2011, General Aviation had 1,182 operations (one take-off or one landing) which is a decrease of 46% from May 2010's 2,199 General Aviation Operations. General Aviation revenues increased \$5,234 or 73% to \$12,346.

Financial Report

Revenue/Expenses Report.

**DISCUSSION:**

Mr. Conner reported that for the month of May 2011, Airport Operations had a net income, which includes funds expended for special project advertising and marketing and interest income totaling \$94,748, compared to a net loss of \$ 21,289 in May 2010, which is a difference of \$116,037. Year to date the Airport's income for 2011 is \$137,176 which is \$359,173 better than the comparable 2010 loss of \$221,997. Invoices received since the last meeting for supplies and services total \$ 719,989.19. These invoices include major construction project costs of \$ 465,095.76.

**MOTION:**

Request Airport Board approve these transactions and payments.

**MOVED BY:**

Commissioner O'Brien

**SECONDED BY:**

Commissioner Washo

**VOTE:**

Unanimous

Project Invoices.

**MOTION:**

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 #2011/5).

Access Road for GA Area – Design.

ACP 07-16

L.R. Kimball \$ 72,692.85

Invoice #508252, June 7, 2011, in the amount \$ 72,692.85 for design services.

This project is 26.19% complete.

Construct South General Aviation Apron.

ACP 10-01

URS Corporation \$ 870.05

Invoice # 4680651, May 16, 2011, in the amount \$ 870.05 for inspection services.

URS Corporation \$ 3,771.02

Invoice # 4710949, May 31, 2011, in the amount \$ 3,771.02 for inspection services.

**BUSINESS REPORT – Cont'd...**

URS Corporation \$ 17,541.67

Invoice #4696339, May 23, 2011, in the amount \$ 17,541.67 for inspection services.

Popple Construction \$ 370,220.17

Application #2, May 31, 2011, in the amount \$ 370,220.17 for construction services.

This project is 33.89% complete.

**ITEM 5.**

**AUTHORIZATION TO BID:**

**MOTION:** Recommend the Airport Board approve the solicitation of bids for the following items:

- a. Rehabilitate Hangar Road (Construction)
- b. Rental Car Concessions
- c. Tree Cutting Services

Also, recommend the Airport Board approve the request for proposals for the following items:

- a. Game Room Operator
- b. Vending Machine Concession

**MOVED BY:** Commissioner Petrilla  
**SECONDED BY:** Commissioner Cooney  
**VOTE:** Unanimous

**ITEM 6.**

**BID OPENINGS:**

**General Aviation Hangar Roof Repairs.**

**MOTION:** Bids were opened at 9:30 A.M. this morning, June 16, 2011 in the Airport Conference Room by Airport Administration and Walter Griffith, Luzerne County Controller for General Aviation Hangar Roof Repairs. Recommend Airport Board award base bid and all the alternates to ERX Roofing Services of Tamaqua, PA, the low bidder at \$ 158,000.00, subject to final engineer's review and solicitor's concurrence. Mr. Centini stated that just for the Boards information this \$158,000. is coming from Airport funds alone, there is no grants monies.

**MOVED BY:** Commissioner Petrilla  
**SECONDED BY:** Commissioner O'Brien  
**VOTE:** Unanimous

**BID OPENINGS – Cont'd...**

Bid Tabulation:

<u>Bidder</u>	<u>Base Bid</u>	<u>Alt. 1</u>	<u>Alt. 2</u>	<u>Alt 3.</u>	<u>Bid Total</u>
ERX Roofing Services Tamaqua, PA.	\$ 84,000.	\$ 33,000.	\$27,000.	\$ 14,000.	\$ 158,000.
Eastern Roofing Ind. Jessup, PA.	\$ 98,330.	\$ 44,156.	\$38,791.	\$ 12,117.	\$ 193,394.
JLK Contracting Easton, PA.	\$ 107,000.	\$ 31,000.	\$25,000.	\$ 8,800.	\$ 171,800.

**ITEM 7.**

**DIRECTOR'S COMMENTS:**

Air Service.

**DISCUSSION:**

Mr. Centini reported to the Airport Board that Delta Air Lines will begin daily non-stop jet service to Atlanta September 7, 2011. Delta Connection carrier Atlantic Southeast Airlines will operate the daily flight using the 50 seat Canadair Regional Jet (CRJ). He went on to say that Northeastern Pennsylvania travelers flying to Delta's International hub at Atlanta/Hartsfield Int'l Airport have a convenient choice of over 1,000 daily flights to 219 domestic and international destinations, including cities in Europe, Asia, Africa, the Middle East and Latin America. This daily flight to Atlanta is in addition to the three daily flights Delta currently flies to Detroit where our local travelers have a convenient choice of 560 daily flights to 139 domestic and international cities. He explained the daily Atlanta flights will depart Wilkes-Barre/Scranton International Airport at 5:35 P.M. and arrive in Atlanta at 7:55 P.M. The flight from Atlanta will depart at 2:45 P.M. and arrive at AVP at 5:05 P.M. Mr. Centini told the Board that restoring Atlanta service has been one of the Airport's top priorities since the service was discontinued August 2009. He is glad it's coming back and he is urging all of the Airport's business and leisure travelers to utilize the new non-stop service to Atlanta.

**MOTION:**

Conferences/Seminars.

Recommend Airport Board approval for two Airport Representatives and any Board members who wish to attend the AAAE-NEC 53<sup>rd</sup> Annual Conference August 13-17, 2011 Atlantic City, N.J.

**MOVED BY:**

Commissioner Washo

**SECONDED BY:**

Commissioner O'Brien

**VOTE:**

Unanimous

**ITEM 8 .**

**OTHER MATTERS:**

None.

**ITEM 9.**

**ADJOURNMENT:**

**MOTION:**

To adjourn the meeting.

**MOVED BY:**

Commissioner O'Brien

**SECONDED BY:**

Commissioner Cooney

**VOTE:**

Unanimous

The meeting was adjourned at 10:48 A.M.