

WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT
BOARD MEETING
NOVEMBER 28, 2011

A regular meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Monday, November 28, 2011 in the Terminal Building Conference Room at the Airport. The meeting was called to order at 10:22 A.M. with Commissioner Michael J. Washo presiding.

PRESENT: Commissioner Stephen A. Urban – Via Telecon
Commissioner Thomas P. Cooney
Commissioner Maryanne C. Petrilla
Commissioner Michael J. Washo
Commissioner Bruce Smallacombe

ALSO PRESENT: Barry J. Centini, Airport Director
Michael W. Conner, Assistant Airport Director
Gary Borthwick, Director of Finance
Stephen Mykulyn, Director of Engineering
Attorney Neil O'Donnell, Luzerne County Solicitor
Walter Griffith, Controller, Luzerne County

ITEM 2:
PUBLIC COMMENTS.

None.

ITEM 3:
APPROVAL OF MINUTES.

MOTION: To approve and dispense with the reading of the October 25, 2011 Bi-County Board of Commissioners Meeting minutes.
MOVED BY: Commissioner Urban
SECONDED BY: Commissioner Cooney
VOTE: Unanimous

ITEM 4:
BUSINESS REPORT:

Passenger Activity

DISCUSSION: Mr. Conner reported on the "Airport Quick Look" charts, passenger enplanements for the month of October 2011 decreased 2.2% to 20,869 from 21,349 in the month of October 2010. Enplanements for the month of October 2011 compared to the month of October 2009, increased by 3,014 which is + 16.9%. In October 2011, 2 departing flights were cancelled due to mechanical, 2 departing flight was cancelled due to crew availability and 24 departing flights were cancelled due to air traffic/weather. This accounts for 1,239 seats (-4.6%) out of a total 26,763 departure seats.

BUSINESS REPORT – Cont'd...

General Aviation Operations.

DISCUSSION: For October 2011, General Aviation had 1,177 operations (one take-off or one landing) which is a decrease of 49% from October 2010's 2,313 General Aviation Operations. General Aviation revenues increased \$1,819 or 16.6% to \$12,758.

Financial Report

Revenue/Expenses Report.

DISCUSSION: Mr. Conner reported that for the month of October 2011, Airport Operations had a net income, which includes funds expended for special project advertising and marketing and interest income totaling \$51,279, compared to a net income of \$ 48,741 in October 2010, which is a difference of \$2,538. Year to date the Airport's income for 2011 is \$443,547 which is \$565,364 better than the comparable 2010 loss of \$121,837.

Invoices received since the last meeting for supplies and services total \$ 425,796.53. These invoices include major construction project costs of \$ 182,922.46.

MOTION: Request Airport Board approve these transactions and payments.
MOVED BY: Commissioner Smallacombe
SECONDED BY: Commissioner Petrilla
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 #2011/10).

Rehab and Extend Hangar Road
ACP 07-16

L. R. Kimball \$ 31,909.77

Invoice #511250, November 7, 2011, in the amount
\$ 31,909.77 for design services.

L. R. Kimball \$ 1,851.19

Invoice # 510812, October 12, 2011, in the amount
\$ 1,851.19 for design services.

This project is 16.34% complete.

Construct South General Aviation Apron.
ACP 10-01

Popple Construction \$ 29,065.50

Application #7, November 11, 2011, in the amount
\$ 29,065.50 for construction services.

This project is 46.84% complete.

BUSINESS REPORT – Cont'd...

GA Hangar Roof Repair
ACP 10-06

ERX Roofing Services \$ 120,096.00

Application #1, November 10, 2011, in the amount
\$ 120,096.00 for construction services.

This project is 76.09% complete.

Airport Passenger Facility Charge (PFC) Trust Transfers

MOTION:

The following PFC trust transfers are recommended for Airport Board approval.
PFC Drawdown # 2011/4 Check #1188.

Design and Construct Access Road for GA Area

L. R. Kimball \$ 5,700.00 CIP 19607-16
ACP 07-16

L. R. Kimball \$ 31,909.77 CIP 19607-16
ACP 07-16

L. R. Kimball \$ 1,851.19 CIP 19607-16
ACP 07-16

Design & Construct New South General Aviation Apron

Popple Construction \$ 726.64 CIP 19610-01
ACP 10-01

MOTION:

Request Airport Board approve these transfers.

MOVED BY:

Commissioner Petrilla

SECONDED BY:

Commissioner Smallacombe

VOTE:

Unanimous

ITEM 5.

BID OPENING:

Supply and Delivery of UREA De-Icer.

Bids for the Supply and Delivery of UREA De-Icer were opened November 9, 2011 at 9:30 A.M. in the Airport Conference Room by Airport Administration and Luzerne County Controller, Walter Griffith present. The Airport recommends the Airport Board award this contract to the low bidder, International Salt Company, Clarks Summit, PA. at \$ 877.98 per 20 ton lot for Year 1. The Airport does not recommend awarding contract for Years 2 or 3. Bids were as follows:

<u>Company</u>	<u>Year 1: 20 ton lot</u>	<u>Year 2: 20 ton lot:</u>	<u>Year 3: 20 ton lot:</u>
Peters Chemical Company	\$ 987.00	\$ 1,487.00	\$ 1,787.00/ton
International Salt Company	\$ 877.98	\$ 1,080.00	\$ 1,200.00/ton

MOVED BY:

Commissioner Petrilla

SECONDED BY:

Commissioner Washo

VOTE:

Unanimous

ITEM 6.

AUTHORIZATION TO BID:

Meditation Room Panels.

MOTION: Recommend the Airport Board approve the solicitation of bids to Replace Existing Interior Panels on Terminal Building Meditation Room.

MOVED BY: Commissioner Smallacombe

SECONDED BY: Commissioner Washo

VOTE: Unanimous

DISCUSSION: Mr. Centini explained that this motion was a recommendation from the Airport's lawyer that the Airport bid the panels now. There has been an ongoing legal battle with Sordoni Construction as far as replacing the panels. The Airport believes the panels did not meet specifications, nor were they ever approved prior to being placed on the outside or inside of the terminal building. He stated Sordoni Construction did replace the outside panels but refuses to change the inside panels at this point. Mr. Centini stated that the Airport has done a number of things to satisfy Sordoni Construction, such as testing and just recently they tried a lacquer on the panels, which failed. Our Engineers are still recommending that they replace the panels. In conclusion, Mr. Centini stressed that the panels were not approved by our Engineers and Architects, HNTB, when they were brought on site, he stated that they were just not the right panels. Mr. Centini explained that the Airport is attempting to get bids for evaluation purposes and to replace the panels.

ITEM 7.

DIRECTOR'S COMMENTS:

Hangar Road Rehabilitation and Extension Project.

MOTION: Recommend the Airport Board ratify the Acceptance of the PennDOT – Bureau of Aviation Grant Agreement #ADP-2011 Counties of Lackawanna and Luzerne – 00017 dated November 17, 2011, which provides \$ 48,475.00 for the Rehabilitation and Extension of Hangar Road, subject to solicitors concurrence. The \$ 48,475.00 represents 2.5% of the \$ 1,979,000.00 total project eligible costs.

MOVED BY: Commissioner Urban

SECONDED BY: Commissioner Smallacombe

VOTE: Unanimous

DISCUSSION: Mr. Centini brought the Airport Board up to date regarding the Hangar Road Rehab. and Extension Project. He stated that Scartelli Construction is on the job and the Airport is hoping to get as much work done before the snow flies as possible. Mr. Centini stated that the Airport will not pave the road this year but it will probably be done spring time of next year. Commissioner Washo questioned if there would be any penalties for the Airport because we did not get that work completed this year. Mr. Mykulyn, Director of Engineering, stated that the Airport has already informed Scartelli during the bidding phase of this project that we wanted assurance that it could be completed this year, and Scartelli Construction gave the Airport that assurance, so Scartelli Construction should be holding their price into next year. Commissioner Washo suggested that the Airport verify that assurance in writing so it does not become an issue.

DIRECTOR'S COMMENTS – Cont'd...

PennDOT – Bureau of Aviation – Airports Economic Impact Study.

DISCUSSION:

Mr. Centini reported the Bureau of Aviation recently completed a Study of the Economic Impact of Pennsylvania Airports. The Report stated that when the impacts of Pennsylvania systems, 15 commercial service airports and 117 general aviation airports, are added together, nearly 304,500 total jobs can be traced to the aviation industry. These employees receive more than \$ 9.2 billion in total payroll, and generate nearly \$ 23.6 billion in total economic activity. In addition, Pennsylvania's Airports provide a number of health, welfare, and safety benefits which include aerial agricultural spraying, medical transport and evacuation, flight training, law enforcement, wildlife management, military exercise and search and rescue operations.

He went on to report that the Pennsylvania aviation industry continues to provide high quality jobs and spur important local spending by on-airport businesses and agencies. The Commonwealth airports system connects Pennsylvania businesses and residents to the national and global economy. This system is comprised of a network of airports, airlines, air cargo businesses, corporate flight departments, private aircraft owners, and recreational airplane pilots. Manufacturers in the state rely on airports to access markets and to receive supplies. Businesses rely on airports to conduct face to face meetings with customers, and business associates within the U.S. and abroad. Leisure travelers use airports to reach recreational and tourist sites and to visit with family and friends.

Mr. Centini concluded by reporting that The Wilkes-Barre/Scranton International Airport – provides 4,511 total jobs; has a direct payroll of \$ 128.7M and a total economic impact of \$ 327.1M on the local economy.

Airline Service.

DISCUSSION:

Mr. Centini reported that Delta Airlines, effective January 4, 2012 will upgrade its daily Atlanta flight from a 50 seat aircraft to a 65 seat Canadair Regional Jet (CR7) which offers nine first class seats. Also, Mr. Centini reported that Delta Airlines announced on March 3, 2012 they will add a 4th – 50 seat regional jet flight to Detroit. Delta will add a 9:30 A.M. departure arriving in Detroit at 11:09 A.M.. The return flight will leave Detroit at 5:20 P.M. and arrive at AVP at 6:49 P.M. Mr. Centini stated that the Airport appreciates the additional flight to Detroit and the upgraded flight to Atlanta and he encourages all of our Northeast Pennsylvania travelers to utilize the Delta Airline Service.

Wilkes-Barre/Scranton International Airport Authority.

DISCUSSION:

Mr. Centini stated that Attorney O'Brien was scheduled to provide an update as to the progress of the formation of an Airport Authority to govern the operations of the Wilkes-Barre/Scranton International Airport. Attorney O'Donnell stated that he had spoken with Attorney O'Brien in anticipation of today's meeting and he assured him that the documents are on track and he will be forwarding proposed instructions and proposed resolutions this week. He stated Attorney O'Brien also asked that the individual Counties consider the possible nominations and that the Airport can expect to hear from him by the end of the week.

Miscellaneous.

DISCUSSION:

Mr. Centini reminded the Board that the last Airport Board Meeting for 2011 is scheduled for December 15, 2011 at 10:30 A.M.

ITEM 8.
OTHER MATTERS:

None.

ITEM 9.
ADJOURNMENT:

MOTION: To adjourn the meeting.
MOVED BY: Commissioner Smallacombe
SECONDED BY: Commissioner Cooney
VOTE: Unanimous

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