

Minutes –March 21st, 2023

Johnstown, Cambria County Airport Authority

The regular meeting of the Johnstown Cambria County Airport Authority was called to order by Vice-Chairman Tim Mcllwain at 3:30 pm on Tuesday March 21st t, 2023.

Members Present: Tim Mcllwain, via phone; Jim Brazill, via phone; Jonathan Gleason, via phone,(late); Jolene Wesner; Ed Cernic Jr.; Adam Murphy; Mike Parrish; George Arcurio III.

Members Absent: Rick McQuaide

Others Present: Heather Tomasko, Assistant Airport Manager; Josh Keyser, Airport Operations Supervisor; Jim Hood, L.R Kimball Engineer, Attorney Tim Leventry, Solicitor; Dennis Kotzan, Accountant, Nathan JST SkyWest, Dr. Larry Nulton, Nulton Aviation, Larry Hoover, Randy Griffith, Tribune Democrat Reporter.

Public Comment: N/A

MINUTES:

- George Arcurio made a motion to approve the minutes of the February 21st, Board Meeting. The motion was seconded by Ed Cernic Jr and passed by the following vote:

Yeas: Tim Mcllwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill Adam Murphy; Mike Parrish; and George Arcurio III(7). Nays: None (0)

SkyWest/United Report: Nathen, JST SkyWest

- Reviewed the SkyWest reports.

FBO Report: Dr. Larry Nulton

Treasure's Report:

- Reviewed Financials

George Arcurio III made a motion to approve the Treasure's Report. The motion was seconded by Jolene Wesner and passed by the following vote:

Yeas: Tim Mcllwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill Adam Murphy; Mike Parrish; and George Arcurio III (7). Nays: None (0)

Manager's Report: Heather Tomasko:

2-Unit Corporate Hangar Project

- On March 14th, bids were received for the 2-Unit Corporate Hangar project. TranSystems prepared the Bid Summary, Bid Tabulation, and Bid Recommendation, which were provided to and reviewed by the Finance and Administration Committee.
- Three (3) bidders submitted a bid proposal. Darr Construction, Inc. (Darr) was the low bidder with a bid of \$2,452,823.00 as compared to an engineer's estimate of \$3,105,635.00. These bid amounts include Base Bid 1 and Add Alternate Bid 1.7, i.e., the entire project to construct both corporate hangars.
- We have \$2,491,406.57 remaining in CARES Act Grant Funds that may be drawn down for the construction of this project. Thus, the construction of this project may be completed with CARES Act Grant Funds at 100% FAA Share.
- **Recommendations:**
 - **We recommend that the Airport Authority approve the award of the 2-Unit Corporate Hangar Project to the low bidder, Darr Construction, Inc., in the amount of \$2,452,823.00, which includes the Base Bid 1 and Add Alternate 1.7, pending FAA concurrence.**
 - **We recommend that the Airport Authority approve a Grant Application for the 2-Unit Corporate Hangar Project in an amount of \$2,452,823.00.**

The action to approve this item is listed on the agenda under the Finance and Administration Committee.

Rehabilitate Pavement Project

- On March 14th, bids were received for the Rehabilitate Pavements Project, which includes Taxiway A, A1, B2, and the T-Hangars. TranSystems prepared the Bid Summary, Bid Tabulation, and Bid Recommendation, which were provided to and reviewed by the Finance and Administration Committee.
- Two (2) bidders submitted a bid proposal. However, one of the bids submitted was incomplete and was determined to be invalid. The Low Bidder was Quaker Sales Corporation.

- The pavement rehabilitation of Taxiways A, A1, and B2 will be funded with FAA Airport Improvement Program (AIP) funds. The funding percentages are 95% FAA Share, 2.5% State Share, and 2.5% Local (Airport Share.) Based on discussions with Tim DeWire, FAA, there is \$600,000.00 of FAA AIP funds available.
- The pavement rehabilitation of the T-Hangars pavement will be funded with PennDOT Bureau of Aviation (BOA) Aviation Development Program (ADP) funds. The funding percentages are 75% State Share and 25% Local (Airport) Share. The PennDOT BOA previously issued a Tentative Allocation (TA) Letter for \$200,000.00, with \$150,000.00 (75%) State Share and \$50,000.00 (25%) Local (Airport) Share.
- Thus, there is enough FAA and PennDOT BOA grant funds available for these projects.

Recommendations:

- o **For the FAA Airport Improvement Program (AIP) eligible work, we recommend that the Airport Authority approve the award of the Rehabilitate Pavement of Taxiways A, A1, and B2 project to the low bidder, Quaker Sales Corporation, in the amount of \$375,297.50, which includes the Base Bid and Add Alternate Bid Nos. 2 and 3, pending FAA and PennDOT BOA concurrence.**
- o **For the FAA AIP eligible work, we recommend that the Airport Authority approve a Grant Application for the Rehabilitate Pavement of Taxiways A, A1, and B2 project in an amount of \$440,084.50.**
- o **For the PennDOT Aviation Development Program (ADP) eligible work, we recommend that the Airport Authority approve the award of the Rehabilitate Pavement of the T-Hangars project to the low bidder, Quaker Sales Corporation, in the amount of \$117,015.00 pending PennDOT BOA concurrence.**
- o **For the PennDOT ADP eligible work, we recommend that the Airport Authority approve a Grant Application for the Rehabilitate Pavement of the T-Hangars project in an amount of \$162,577.25.**
- **The action to approve this item is listed on the agenda under the Finance and Administration Committee.**

Remove Obstructions – Former Blair and Horner Properties Project

- TranSystems has prepared Change Order No. 1 – Final, which includes converting the construction quantities from as-bid to as-built as well as adding an additional line item to account for the PennDOT right-of-way tree clearing.
- This Change Order increases Marsh Contracting, LLC's construction contract by \$1,128.14 from \$60,094.20 to \$61,222.34.
- This project is 100% funded by the FAA through a CARES Act Addendum. Thus, there are no out-of-pocket costs to the Airport Authority for this Change Order.
- **Recommendation: We recommend that the Airport Authority approve Change No. 1 – Final to increase Marsh Contracting, LLC's construction contract by \$1,128.14 from \$60,094.20 to \$61,222.34, which converts the construction quantities from as-bid to as-built as well as adding an additional line item to account for the PennDOT right-of-way tree clearing.**
- **The action to approve this item is listed on the agenda under the Finance and Administration Committee.**

Rehabilitate Runway 15-33 LED Lights and Signs Project

- TranSystems has prepared Change Order No. 2, which includes the installation of snowplow rings for the in-pavement runway edge lights.
- This Change Order increases Bruce & Merrilees Electric Co., Inc.'s construction contract by \$18,128.00 from \$252,138.21 to \$270,266.21.
- This project is funded through the FAA Airport Improvement Program (AIP) with a 100% FAA Share, 0% State Share, and a 0% Local (Airport Authority) Share. Thus, there are no out-of-pocket costs for the Airport Authority for this Change Order.
- **Recommendation: We recommend that the Airport Authority approve Change No. 2 to increase Bruce & Merrilees Electric Co., Inc.'s construction contract by \$18,128.00 from \$252,138.21 to \$270,266.21, which includes the installation of snowplow rings for the in-pavement runway edge lights.**
- **The action to approve this item is listed on the agenda under the Finance and Administration Committee.**

Rehabilitate Runway 5-23 LED Lights and Signs Project

- TranSystems has prepared Change Order No. 1, which includes the installation of snowplow rings for the in-pavement runway edge lights.
- This Change Order increases Bruce & Merrilees Electric Co., Inc.'s construction contract by \$16,850.49 from \$138,765.00 to \$155,615.49.
- This project is funded through the FAA Airport Improvement Program (AIP) with a 95% FAA Share, 2.5% State Share, and a 2.5% Local (Airport Authority) Share. Thus, the out-of-pocket cost for the Airport Authority for this Change Order is \$421.26.
- **Recommendation: We recommend that the Airport Authority approve Change No. 1 to increase Bruce & Merrilees Electric Co., Inc.'s construction contract by \$16,850.49 from \$138,765.00 to \$155,615.49, which includes the installation of snowplow rings for the in-pavement runway edge lights.**
- **The action to approve this item is listed on the agenda under the Finance and Administration Committee.**

Certificate of Deposit (CD) Rates

- We currently have three CDs as listed below.

Bank	Initial CD Date	Initial Amount	Interest Rate	Duration
AmeriServ Financial	1/20/2023	\$250,061.01	4.25%	18-months
AmeriServ Financial	1/20/2023	\$750,000.00	4.25%	18-months
AmeriServ Financial	11/4/2021	\$600,000.00	0.65%	5-Years

- At the beginning of February, the Federal Reserve raised interest rates by 0.25%. Based on that rate increase, we coordinated with AmeriServ to determine if they will offer any higher CD interest rates.
- On March 7th, AmeriServ Financial stated the best CD Rate they can offer the Airport Authority is 4.25% for 18-months with no penalty for early withdrawal.
- During the Finance and Administration Committee meeting, a question was raised regarding collateralization. Per AmeriServ Financials' letter dated January 31, 2023, all qualifying deposits are collateralized by a Pledged Asset Pool to the extent not covered by FDIC.
- **Recommendation: We recommend that the Airport Authority withdrawal the CD at an interest rate of 0.65%, combine those funds with up to \$150,000 from general checking, and invest \$750,000 in three (3) CDs each in an amount of \$250,000 with AmeriServ at an interest rate of 4.25% for 18-months with no penalty for early withdrawal.**
- **The action to approve this item is listed on the agenda under the Finance and Administration Committee.**

Hangar 15 Renovations

- As a reminder on project history:
 - o By letter dated December 6, 2021, Nulton Aviation Services, Inc. (NAS) was notified of approval of a \$575,000 Redevelopment Assistance Capital Program (RACP) grant for Hangar 15C Renovations. This is a 50% RACP Share / 50% Local Share grant. Thus, the State Share is \$575,000 and the Local Share is \$575,000.
 - o Dr. Larry Nulton had an appraisal of the hangar completed, which may be counted as the Local Share. Thus, \$575,000 (State Share) is available for eligible construction costs.
 - o Engineering and Architectural Fees are not an eligible grant reimbursement expense. However, Cambria County has allocated ARPA funding to the Airport Authority to be used for renovations to the Hangar 15 Complex, which will cover the Engineering and Architectural Fees.
 - o On February 10, 2022, the Airport Authority and NAS entered a RACP Grant Agreement for Hangar 15C in which the Airport Authority will be the Grant Applicant and Grant Recipient, if a grant is received, and NAS will be responsible for the Local Share and all project and/or grant cost overruns.
 - o On March 15, 2022, the Airport Authority executed a Resolution for the grant amount of \$575,000, as required per the RACP grant requirements. The RACP grant is a reimbursement program, which allows the Grantee to begin design and construction work prior to the grant application being approved and the grant agreement being executed. As a reimbursement program, the Grantee must first incur and pay for the expenses then be reimbursed by the State.
- This grant was obtained by Dr. Nulton. This project will benefit Nulton Aviation Services, Inc. (NAS)'s leased hangar. NAS is responsible for all projects and/or grant cost overruns.
- The Airport Authority plans to simply treat this project as a normal grant funded project and use general checking funds to pay for the construction costs and get reimbursed from the state for those costs.
- Solicitor Leventry drafted the attached Development Agreement in which Dr. Nulton would pay the Airport Authority 7% interest on funds the Airport Authority would advance to pay construction costs. The interest would be accessed from the time the Airport Authority advances funds until the Airport Authority is repaid. The attached Agreement also proposed to charge \$1,000 to reimburse the Authority for its legal costs. Dr. Nulton and the Finance and Administration Committee have reviewed and are in favor of the attached Agreement.
- **Recommendation: We recommend that the Airport Authority approve the execution of the attached Development Agreement.**
- **The action to approve this item is listed on the agenda under the Finance and Administration Committee.**

The Willow – Right of Way Easement

- As you know, Corey Crocco is in the process of coordinating the construction of The Willow on the opposite side of Airport Road from the Airport. Mr. Crocco has had issues with the electric supply for the site. Originally, Penelec was to be the electric supplier. Mr. Crocco learned that the site is near the border of Penelec and REA's service areas. The project site is located within REA's service area and required to be serviced by REA.
- Mr. Crocco provided the attached map and blank Right of Way Easement document.
 - o In looking at the attached map, Mr. Crocco explained that REA explored the possibility of installing three (3) utility poles as labeled on the attached as REA Option 1. However, the property in question is in a Trust, and as such, would be very difficult to obtain a Right of Way Easement.
 - o REA also explored the possibility of installing three (3) utility poles as labeled on the attached as REA Option 2. Option 2 would include installing two (2) utility poles on Airport property. The third pole would be on Mr. Crocco's property.
- Mr. Crocco has requested a Right of Way Easement for the installation of two (2) utility poles on Airport Property per REA Option 2.
- The above information has been provided to Airport Authority Solicitor Leventry for review.
- **Recommendation: We recommend that the Airport Authority approve a Right of Way Easement for the installation of two (2) utility poles on Airport Property to provide electric service to the Willow per Option 2, pending Mr. Crocco's submission of the proposed pole locations to the FAA for review via a FAA 7460 Form and receiving a favorable FAA determination.**
- **The action to approve this item is listed on the agenda under the Facility and KOZ Committee.**

Operations Report: Josh Keyser

- On Wednesday, February 22, unrepairable damage occurred to the Fox Run RD access gate. A vehicle contacted the gate while entering and substantially damaged the slide rail and structure of the gate. Attempts were made to repair, and 2 different fabricators were on site to determine if repairs could be made without success. A replacement gate was ordered on February 24 and was expected to be delivered and installed within 4-5 weeks.
- With the Fox Run RD gate damaged, a temporary swing style gate was installed and secured with the temporary lock and chain. This allowed vehicle access to the hangar areas. Hangar tenants and affected parties were notified and keys for the lock distributed by the Authority office. This was in place until the new gate arrived and was installed.
- The new gate for Fox Run RD was delivered, installed, and adjusted on March 8. This was ahead of the original delivery date provided. Hangar tenants have been notified that the gate has been returned to normal operation. Keys to the temporary lock have been returned to the Authority office.
- The FAA annual part 139 inspection occurred on March 1-2. The inspector conducted day and nighttime inspections, looked at records, pavement, safety areas, fueling, ARFF, Etc. Our compliance report indicated a need to repaint vehicle roadway stop bars and replace faded windsocks. Replacement windsocks have been ordered, received, and installed. Painting of the stop bars will be completed when the weather allows.

Kimball's Engineer's Report: Jim Hood

1) FFY 2021 Project - Runway 15-33 LED Lights and Signs

- a) Change Order #2 is being processed for the addition of snowplow rings for the in-pavement lights. This change order results in an **increase of \$18,128.00** to the contract amount. This increase will require a grant amendment.
- b) As previously reported, the Contractor plans to address the remaining punch list items when they are on site for the Runway 5- 23 Lights and Signs project.

FAA AIP No.	Total Grant (100%)	FAA Share (100%)	State Share (0%)	Sponsor Share (0%)
3-42-0045-056-2021	\$323,135.00	\$323,135.00	\$0.00	\$0.00

2) FFY 2021 Project - Remove Obstructions – Former Blair and Horner Properties

- a) While working to remove trees, the Contractor identified that the trees inside Airport Road's right of way (ROW) were not included in the contract. Change Order #1, which includes final quantities is prepared. The change Order results in an **\$1,128.14 increase** in the contract amount. This increase will require a grant amendment.

FAA AIP No.	Total Grant (100%)	FAA Share (100%)	State Share (0%)	Sponsor Share (0%)
3-42-0045-061-2021	\$96,695.20	\$96,695.20	\$0.00	\$0.00

3) FFY 2022 Project - Runway 5-23 LED Lights and Signs

- a) Change Order #1 is being processed for the addition of snowplow rings for the in-pavement lights. This change order results in an **increase of \$16,850.49** to the contract amount. This increase will require a grant amendment.
- b) As previously reported, due to lead times on materials, construction is not anticipated to start until spring.
- c) A preconstruction meeting will be scheduled closer to the anticipated construction start date.

FAA AIP No.	Total Grant (100%)	FAA Share (100%)	State Share (0%)	Sponsor Share (0%)
3-42-0045-060-2021/2	\$215,524.00	\$204,747.00	\$5,338.00	\$5,389.00

4) FFY 2022 – Construct Car Wash

- a) A substantial completion inspection will be conducted on March 21st.
- b) James Excavating has submitted Payment Application Number 3 for work completed. TranSystems has reviewed the Application and recommends payment in the requested amount of **\$18,000.00. (Board Action Requested)**

FAA AIP No.	Total Project Costs (100%)	FAA Share (0%)	State Share (0%)	Sponsor Share (100%)
N/A	\$227,310.00	0	0	\$227,310.00

James Excavating has submitted Payment Application Number 3 for work completed. TranSystems has reviewed the Application and recommends payment in the amount of \$18,000.00.

Mike Parrish made a motion to approve Payment Application Number 3 in the amount of \$18,000.00 to James Excavating. The motion was seconded by Jim Brazill and passed by the following vote:

Yeas: Tim Mcllwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill, Adam Murphy; Mike Parrish; George Arcurio III; Jonathan Gleason (8).
Nays: None (0)

Solicitor's Report: Attorney Tim Leventry
General Session Matters:

Fox Run Road Gate Incident. We reviewed the videos and photographs regarding the gate at Fox Run Road incident. The video file entitled "2.22.23 1205 U-Haul" was the most relevant video, which shows the gate closed properly. A U-Haul truck approaches and stops. The truck does not move. Then the video jumps to the image of the gate opened and the truck on the other side of the gate. The truck leaves and the gate immediately proceed to close but does not close properly. That is, the gate is ajar; it is not as it was before the truck arrived. The gate was apparently hit by the U-Haul truck and bent so badly the gate must be replaced.

By telephone call dated February 24, 2023, I discussed with Cory Cree this incident and the insurance claims regarding Boutique.

By letter also dated February 24, 2023, we contacted Shawn Simpson of Boutique Air and Ryan Case, the driver of the U-Haul truck (see attached). We pointed out the responsibility for the damage to the gate was theirs. That is, if Ryan Case was an employee of Boutique during the incident, Boutique Air would be responsible; if Ryan Case was an independent carrier hauling goods for Boutique Air, then Ryan Case or his company would be responsible. We advised them the estimated damages are at least \$15,000 and directed them to contact Cory Cree to provide their insurance information. It is my understanding that as of this date, they have not provided the insurance information to Cory Cree.

Right of Way for the Willow. By letter dated March 13, 2023, I advised Cory Cree concerning our review of the Right of Way Easement Agreement from REA Energy ("REA") and an accompanying drawing showing various options. It appeared, based on this drawing, the Willow could also be serviced by Penelec with a 610-foot underground line. It was later learned this property is in REA's territory and Penelec cannot provide service in REA's territory.

Regarding Option 1, Audrey Jenkins is the owner of the property where poles would have to be situated. There is a very narrow strip of land on the north side of Airport Road owned by the Airport of which the exact width of same is unknown. The deed states the property line goes down the middle of the road. Apparently, the road was moved since the deed was conveyed.

Regarding Option 2 two (2) poles are required on Airport property; one being near the end of Fox Run Road and the other being on the other side of Airport Road on the little sliver of land owned by the Airpo11 on that side of the road. I do not see a problem with the pole on the little sliver of land, but it would be preferable to not have a pole on the Fox Run Roadside of Airport Road since there is no pole there now, and accordingly, there are no obstacles for getting on to Airport property via Fox Run Road. If Option 2 turns out to be the only viable option, I would suggest the pole be moved as far away from Fox Run Road as reasonably possible. Corey Crocco also submitted a drawing presented as Option 3, which slightly modifies Option 2.

Whether Option 2 or Option 3 is selected, the poles will need to be placed as far as possible away from Fox Run Road. The Facilities Committee is working on this issue.

Committee Reports:

Finance and Administration Jonathan Gleason, (Chair), George Arcurio, Ed Cernic Jr., and Dennis Kotzan

2-Unit Corporate Hangar Project

- We recommend that the Airport Authority approve the award of the 2-Unit Corporate Hangar Project to the low bidder, Darr Construction, Inc., in the amount of \$2,452,823.00, which includes the Base Bid 1 and Add Alternate 1.7, pending FAA concurrence.
- We recommend that the Airport Authority approve a Grant Application for the 2-Unit Corporate Hangar Project in an amount of \$2,452,823.00.

Jolene Wesner made a motion to approve Authority approve the award of the 2-Unit Corporate Hangar Project to the low bidder, Darr Construction, Inc., in the amount of \$2,452,823.00, which includes the Base Bid 1 and Add Alternate 1.7, pending FAA concurrence and approve a Grant Application for the 2-Unit Corporate Hangar Project in an amount of \$2,452,823.00. The motion was seconded by Mike Parrish and passed by the following vote:

Yeas: Tim Mcllwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill Adam Murphy; Mike Parrish; George Arcurio III; Jonathan Gleason (8).
Nays: None (0)

Rehabilitate Pavement Project

- For the FAA Airport Improvement Program (AIP) eligible work, we recommend that the Airport Authority approve the award of the Rehabilitate Pavement of Taxiways A, A1, and B2 project to the low bidder, Quaker Sales Corporation, in the amount of \$375,297.50, which includes the Base Bid and Add Alternate Bid Nos. 2 and 3, pending FAA and PennDOT BOA concurrence.
- For the FAA AIP eligible work, we recommend that the Airport Authority approve a Grant Application for the Rehabilitate Pavement of Taxiways A, A1, and B2 project in an amount of \$440,084.50.
- For the PennDOT Aviation Development Program (ADP) eligible work, we recommend that the Airport Authority approve the award of the Rehabilitate Pavement of the T-Hangars project to the low bidder, Quaker Sales Corporation, in the amount of \$117,015.00 pending PennDOT BOA concurrence.
- For the PennDOT ADP eligible work, we recommend that the Airport Authority approve a Grant Application for the Rehabilitate Pavement of the T-Hangars project in the amount of \$162,577.25.

Mike Parrish made a motion to approve Authority approve the award of the Rehabilitate Pavement of Taxiways A, A1, and B2 project to the low bidder, Quaker Sales Corporation, in the amount of \$375,297.50, which includes the Base Bid and Add Alternate Bid Nos. 2 and 3, pending FAA and PennDOT BOA concurrence, approve a Grant Application for the Rehabilitate Pavement of Taxiways A, A1, and B2 project in an amount of \$440,084.50 approve the award of the Rehabilitate Pavement of the T-Hangars project to the low bidder, Quaker Sales Corporation, in the amount of \$117,015.00 pending PennDOT BOA concurrence and approve a Grant Application for the Rehabilitate Pavement of the T-Hangars project in an amount of \$162,577.25. The motion was seconded by Jolene Wesner and passed by the following vote:

Hangar 15 Renovations

- We recommend that the Airport Authority approve the execution of the Development Agreement

Mike Parrish made a motion to approve the execution of the Development Agreement The motion was seconded by Adam Murphy and passed by the following vote:

Yeas: Tim Mcllwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill Adam Murphy; Mike Parrish; George Arcurio III; Jonathan Gleason (8). Nays: None (0)

Certificate of Deposit (CD) Rates

- We recommend that the Airport Authority withdrawal the CD at an interest rate of 0.65%, combine those funds with up to \$150,000 from general checking, and invest \$750,000 in three (3) CDs each in an amount of \$250,000with AmeriServ at an interest rate of 4.25% for 18-months with no penalty for early withdrawal.

Ed Cernic Jr. made a motion to approve the withdrawal the CD at an interest rate of 0.65%, combine those funds with up to \$150,000 from general checking, and invest \$750,000 in three (3) CDs each in an amount of \$250,000with AmeriServ at an interest rate of 4.25% for 18-months with no penalty for early withdrawal. The motion was seconded by George Arcurio and passed by the following vote:

Yeas: Tim Mcllwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill Adam Murphy; Mike Parrish; George Arcurio III; Jonathan Gleason (8). Nays: None (0)

Remove Obstructions – Former Blair and Horner Properties Project

- We recommend that the Airport Authority approve Change No. 1 – Final to increase Marsh Contracting, LLC's construction contract by \$1,128.14 from \$60,094.20 to \$61,222.34, which converts the construction quantities from as-bid to as-built as well as adding an additional line item to account for the PennDOT right-of-way tree clearing.

Jolene Wesner. made a motion to approve Change No. 1 – Final to increase Marsh Contracting, LLC's construction contract by \$1,128.14 from \$60,094.20 to \$61,222.34, which converts the construction quantities from as-bid to as-built as well as adding an additional line item to account for the PennDOT right-of-way tree clearing. The motion was seconded by Mike Parrish and passed by the following vote:

Yeas: Tim Mcllwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill Adam Murphy; Mike Parrish; George Arcurio III; Jonathan Gleason (8). Nays: None (0)

Rehabilitate Runway 15-33 LED Lights and Signs Project

- We recommend that the Airport Authority approve Change No. 2 to increase Bruce & Merrilees Electric Co., Inc.'s construction contract by \$18,128.00 from \$252,138.21 to \$270,266.21, which includes the installation of snowplow rings for the in-pavement runway edge lights.

Jonathan Gleason made a motion to approve Change No. 2 to increase Bruce & Merrilees Electric Co., Inc.'s construction contract by \$18,128.00 from \$252,138.21 to \$270,266.21, which includes the installation of snowplow rings for the in-pavement runway edge lights. The motion was seconded by Mike Parrish

Yeas: Tim Mclwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill Adam Murphy; Mike Parrish; George Arcurio III; Jonathan Gleason (8).
Nays: None (0)

Rehabilitate Runway 5-23 LED Lights and Signs Project

- We recommend that the Airport Authority approve Change No. 1 to increase Bruce & Merrilees Electric Co., Inc.'s construction contract by \$16,850.49 from \$138,765.00 to \$155,615.49, which includes the installation of snowplow rings for the in-pavement runway edge lights.

Jonathan Gleason made a motion to approve Change No. 1 to increase Bruce & Merrilees Electric Co., Inc.'s construction contract by \$16,850.49 from \$138,765.00 to \$155,615.49, which includes the installation of snowplow rings for the in-pavement runway edge lights. Mike Parrish

Yeas: Tim Mclwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill Adam Murphy; Mike Parrish; George Arcurio III; Jonathan Gleason (8). Nays: None (0)

Facility and KOZ: Tim Mclwain, (Chair), Mike Parrish, Jim Brazill and Dennis Kotzan

The Willow – Right of Way Easement

- We recommend that the Airport Authority approve a Right of Way Easement for the installation of two (2) utility poles on Airport Property to provide electric service to the Willow per Option 2, pending Mr. Crocco' s submission of the proposed pole locations to the FAA for review via a FAA 7460 Form and receiving a favorable FAA determination.

Jim Brazill made a motion to approve a Right of Way Easement for the installation of two (2) utility poles on Airport Property to provide electric service to the Willow per Option 2, pending Mr. Crocco' s submission of the proposed pole locations to the FAA for review via a FAA 7460 Form and receiving a favorable FAA determination. The motion was seconded by Ed Cernic Jr.

Yeas: Tim Mclwain; Jolene Wesner; Ed Cernic Jr; Jim Brazill Adam Murphy; George Arcurio III; Jonathan Gleason (7). Nays: None (0) Mike Parrish Abstained.

Enplanements: Mike Parrish, (Chair), Jonathan Gleason, Adam Murphy, Larry Hoover, and Larry Nulton
N/A

Military: Adam Murphy, (Chair), Tim Mclwain, and Jolene Wesner
N/A

Personnel: George Arcurio, (Chair), Ed Cernic Jr, Jolene Wesner
N/A

9. Resolutions

10. Adjournment

The meeting was adjourned at 4:32 pm

**Minutes approved by
Jonathan Gleason**