

POCONO MOUNTAINS MUNICIPAL AIRPORT AUTHORITY

MEETING MINUTES.

November 16, 2022

3:00 p.m.

I. Call to order: Dave Moyer, chairman, called the meeting to order at 3:00 p.m. EST on November 16, 2022. The meeting took place in the MW hangar at the Pocono Mountains Airport located in Tobyhanna, PA 18466.

II. Attendance: Dave Moyer, John Kerrick, Justin Klein, David Fox, Robert Deinarowicz, Karl Weiler, George Strunk, and Mark Turner. Adam Kerrick was absent from this meeting.

The Chairman motioned the Board to move to executive session to discuss personnel at 3:03 p.m. and the motion passed. The meeting resumed at 3:14 p.m.

III. Public comment: Jim Miller introduced himself to the Board and provided his background as a possible lineman for the Airport.

IV. Approval of Minutes: Karl Weiler made the motion to accept the October Board meeting minutes. David Fox seconded the motion and the motion passed. George Strunk abstained due to absence from last meeting.

V. Treasurer's Report-Financial Statement/Cash Position:

Mark Turner discussed the financial reports with the Board.

George Strunk made the motion to accept the Treasurer's report. Karl Weiler seconded the motion and the motion passed.

George Strunk made the motion to pay the bills on schedule G, and to ratify the bills on schedule J paid between meetings. Bob Deinarowicz seconded the motion and the motion passed.

VI. Airport Manager's Report: Justin Klein-DeHaven discussed his report with the Board and the salient items are listed below:

1. Fuel price update:
 - a. Jet-A+ \$6.93
 - b. AvGas 100LL \$6.96
2. The Tool shed in the North Hangar has been moved out of the Hangar to create more room for tenants.
3. The mowers have been cleaned and put away, all plow stakes on runway lights are up and ready to go.

VII. Task Tracker: Dave Moyer discussed the task orders currently on the list. There were no updates at this meeting.

VIII. Engineer's Report.

Task Order #1 - Fuel Farm

- General schedule:
 - Site work March/April 2023
 - Tank delivery and installation May/June 2023
- **Payments & Tank Deposit**
 - Delta provided the Airport with a list of checks to write for this project using grant funds received to date. These were sent on November 8, 2022.
 - The Authority issued a check for 75% of the tank deposit amount on November 8, 2022 based on the State reimbursement received. Is it expected this amount will be suitable to begin the tank fabrication.
 - The remaining 25% of the deposit reimbursement will come from the LSA/EDCDI grants around mid-December once they are received from Michelle.
- **Grant Status:**
 - **Multi- Modal Grant** – in place for 75% of project costs. Value = \$1,228,075
 - **LSA 2019** – in-place at \$193,500. Contributes to 25% local match.
 - **LSA 2021** – in place at \$92,400. Contributes to 25% local match.
 - **EDCDI** – In place to cover remaining Authority grant-matching shares (\$138,828).
 - Michelle has denied \$93.58 in costs because they were incurred before July 1, 2022 (project advertisement). We expect these will be the only denied costs.
 - It is possible we can reimburse these later on from LSA but need to wait to see how other project costs develop.

Task Order #2 - Snow Removal Equipment Building (SRE)

- Township Code responses have been returned to Bill Burton.
- The foundation walls are substantially complete.
- Grimm is currently indicating they will put the building up first and do the floor afterwards. This is driven by both the weather, and the trench drain which was not yet arrived and is required to pour the floor.
- The building floor slab will use the non-air entrained concrete and will have a smooth troweled finish.
- The floor was raised 8" via an additional row of block due to concerns over the grades on the north face of the building.
- **Payments**
 - Delta provided the Airport with a list of checks to write for this project using grant funds received to date. These were sent on November 8, 2022. These cover generally about 75% of project costs. The remaining 25% is due from the EDCDI grant and will arrive around mid-December.
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- **Grant Status:**
 - **Block Grant (Amended)** – Funds 100% of Grimm costs & Delta costs on the federal half of the building. Value = \$596,988
 - **Capital Budget Grant** – Funds 50% of the non-federal half of the building (Grim & Delta costs). Value = \$250,000.
 - **EDCDI Grant** - Value = \$254,774 to this project. Funds required to support matches on other grants listed above.
 - These funds are in the \$400,000 EDCDI grant.
 - Michelle has denied \$1,866.79 in costs because they were incurred before July 1, 2022 (project advertisement, IFE, MCCD permitting). We expect these will be the only denied costs.
 - It is possible we can reimburse these later on from LSA but need to wait to see how other project costs develop.

Bipartisan Infrastructure Law (BIL)

- \$295,000 for each year FY 2022 through FY2026.
- These funds have been programmed towards a terminal building Program in JACIP as discussed at the Planning Session.

Community Development Funds

- \$3 million submitted for Community Project Funds earmark for FY23 federal budget for T- hangar.
- Amber Niver w/Matt Cartwright’s office indicates we should know by December if these funds have been programmed for us, at which point to we submit an application.

Statewide Pavement Management Plan

Delta is coordinating with AP Tech to provide them data for MPO for the current statewide pavement management plan update being prepared by PennDOT.

IX. New Business: Bob Deinarowicz discussed the 2023 Annual Review and Acceptance of Spill Prevention, Control and Countermeasure (SPCC), Preparedness, Prevention, and Contingency Plan (PPC) to the Board.

Bob Deinarowicz made the motion the accept the contact changes for our 2023 preparedness, prevention and contingency plan. George Strunk seconded the motion and the motion passed.

X. Adjournment:

The chairman motioned the Board to adjourn the meeting at 4:24 p.m. The motion passed and the meeting was adjourned. The next Board meeting is scheduled for December 21, 2022 at 3:00 p.m. in the MW Hangar located at the Airport.

Respectfully submitted,

Justin Klein-DeHaven.
Airport Manager.



