

POCONO MOUNTAINS REGIONAL AIRPORT AUTHORITY

MEETING MINUTES.

October 18, 2023

3:00 p.m.

- I. Call to order:** Dave Moyer, chairman, called the meeting to order at 3:00 p.m. EST on October 18, 2023. The meeting took place in the MW hangar at the Pocono Mountains Airport located in Tobyhanna, PA 18466.
- II. Attendance:** Dave Moyer, John Kerrick, David Fox, Steve Webster, George Strunk, Mark Turner, Karl Weiler, Bob Deinarowicz, and Adam Kerrick. George Strunk and Justin Klein was absent from the meeting. Chairman Dave Moyer announced that the Board met in executive session since its last monthly meeting to discuss real estate management. The meeting took place on Thursday October 12th from 3:00pm to 4:00pm.
- III. Public comment:** Comments were received from a member of the public who was an attendee at the 2023 Pancake Breakfast event, and from a former PMMAA board member, George Barthelenghi. Also present, but offering no comment during the Public Comment period, were members of the Rotary Club of Mt. Pocono. A camera operator from Channel 13 News was also present.
- IV. Approval of Minutes:** Mark Turner made the motion to accept the September Board meeting minutes as presented. John Kerrick seconded the motion and the motion passed.
- V. Treasurer's Report-Financial Statement/Cash Position:** Mark Turner discussed the financial reports with the Board.
Mark Turner made the motion to pay the bills on schedule G, and to ratify the bills on schedule J paid between meetings. Steve Webster seconded the motion and the motion passed.
- VI. Airport Manager's Report:** Due to the Airport Manager's absence from the meeting, Dave Moyer discussed the following items with the Board.
 1. Lawn equipment has begun to be sent out for service. Most grass is taken care of; some fast-growing spots will need to be hit a little later in the season as needed.
 2. The off-road diesel tank was placed in the tool shed and we got most of what was in the tool shed out and thrown away via dumpster what wasn't needed.
 3. We are preparing the airport for the upcoming winter months and making sure equipment is ready to go. All plow stakes have been placed and cones have been put up on raised tie down pillars.

VII. Task Tracker: Dave Moyer discussed the task orders currently on the list. Steve Webster updated the Board on the status of the electrical repairs around the Airport.

VIII. Engineer's Report.

Task Order #1 - Fuel Farm (18114)

• **General schedule:**

1. Currently on Stop Work, waiting on tank delivery.
2. Currently anticipating mid-October.

• Grimm/SmartTank is to implement the soak testing. Delta is awaiting their proposal on this.

• Both Grimm and Delta are awaiting an update from SmartTank on the tank delivery. As of Monday noon, we have not heard. Should have an update by the meeting on Wednesday.

• With the deletion of the seal coat, there is about \$50,000 in the budget to complete the 5' sidewalk (max width BOA will allow) and the 100' +/- of 8' chain link fence and pedestrian gate between the Flight Club and the site. By Wednesday Delta will have the final exhibit package to present to Grimm to price this work, and for Authority review.

• **Payments**

1. Delta is continuing to coordinate payments with Maria.

Task Order #2 - Snow Removal Equipment Building (SRE) (19060)

• The floor leak issue is a door sealing issue. Grimm is pursuing this as a warranty item with the door supplier.

• Delta is beginning the grant closeout process.

• **Payments**

1. Delta is continuing to coordinate payments with Maria.

T-Hangar Phase 2 (23006)

- Delta is working on the Task Order.
- Discuss overall project timing and funding.
- The LSA grant application has been submitted.

NPDES Permits

- Site Industrial NPDES - The paperwork to renew this Permit has been filed.
- RW 13-31 Construction NPDES – Rettew has submitted the closeout documents to MCCD.

North Ramp Rehabilitation

- Delta submitted the CatEx for the North Apron Rehabilitation to the BOA on July 10, 2023.
- Contract scoping is to occur in the winter of 2023/2024. The BOA is to advise on more specific grant timing.
- The datasheet in JACIP was submitted for the design.

Terminal Area Planning

- Delta has revised Option 4 to show the single-row parking at the access road. Updated exhibit to be provided.
- Currently BIL funds are anticipated for the Site Work component.
- No near-term action for this. Scoping will need to occur in earnest in the summer of 2024.

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.
- May need to request a Capital Budget line item in late 2023 to support this project as the overall scope is developed.

IX. New Business:

- KMPO Website Update – None given due to board member George Strunk’s absence from the meeting.
- Mark Turner made a motion that the current Jet-A pricing structure for MPO based Tenant GW Aviation be extended to based tenant Moyer Aviation until the Bulk Fuel Policy committee can complete its review and proposals for future bulk fuel pricing policy. John Kerrick seconded the motion and the motion passed.
- Karl Weiler made the following three motions in succession, each seconded by Bob Deinarowicz, and each passing. The board’s voting process was interrupted multiple times by Mr. Hal Harris of Rotary Club of Mt. Pocono with questions and statements, none of which altered or amended any of the motions or voting thereon.
 1. A motion that the Board rescind the letter of June 29, 2023, addressed to Rotary Club of Mt. Pocono.
 2. A motion that the Board deny the request of the Rotary Club of Mt. Pocono for a multi-year commitment to the use of airport property.

3. A motion that the Board appoint, from its membership, a committee to develop policies and procedures for the use of airport property for fund raising events.

Chairman Dave Moyer then requested that Karl Weiler, Mark Turner, David Fox, and Adam Kerrick form a committee to develop policies and procedures for the use of the airport for fund raising events. Members of the public present, and in particular Mr. Hal Harris, were assured that the committee would work quickly to complete its task.

X. Committee Reports:

- Marketing: No update to report.
- Finance: No update to report.
- Security: No update to report.
- Building and Grounds: John Kerrick is getting a quote for recent heating problems in the North Hangar.
- Nominations: No update to report.

XI. Adjournment:

The chairman motioned to adjourn the meeting at 3:45 p.m. the motion passed, and the meeting was adjourned. The next Board meeting is scheduled for November 15, 2023, at 3:00 p.m. in the MW Hangar located at the Airport.

Respectfully submitted,

Justin Klein-DeHaven.
Airport Manager.

