

# POCONO MOUNTAINS MUNICIPAL AIRPORT AUTHORITY

## MEETING MINUTES.

January 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 January 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, Justin Klein, David Fox, George Strunk, Adam Kerrick, Robert Deinarowicz, and Mark Turner. Karl Weiler attended via teams.
- III. Public comment:** The members of Axxcess Group Inc introduced themselves to the Board as the new owners of Moyer Aviation.  
John Kerrick made a motion to ratify its decision to permit the assignment of the Moyer Aviation lease to Axxcess Group Inc and work with the Board's attorney to draw up necessary paperwork. George Strunk seconded the motion and the motion passed. Dave Moyer abstained from the motion due to business relations with Axxcess Group Inc.
- IV. Approval of Minutes:** George Strunk made the motion to accept the December Board meeting minutes. David Fox seconded the motion and the motion passed.
- 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. Bob Deinarowicz seconded the motion and the motion passed.  
George Strunk made the motion to pay the bills on schedule G, accepting the Gallagher payment 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. Jim Miller began training, he is very receptive and takes notes to retain the information being taught to him.
  2. Jim is also helping me with making spreadsheets of inventory of items we use daily as well as spill kit items for Spill Prevention, Control and Countermeasure (SPCC).
  3. We are working on cleaning up the area in the north hangar where we keep our financial records for better organization and safe keeping.
- 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 to provide an updated payments/check schedule to Maria for payments recently received.
- **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).

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

- Floor slab to be poured this week Thursday and Friday.
- Base plate repair was completed and inspected.
- Delta to coordinate fire alarm issues with alarm company (Altronics)
- **Payments**
  - Delta to provide an updated payments/check schedule to Maria for payments recently received.
- **Funding Swap**
  - Delta has provided the SEG funding swap documents to Dave Moyer to sign. These require an attorney certification as well.
- **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.
    - First payment was made to the Authority on December 13, 2022.

### 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.
- Delta to begin developing preliminary schedules and cost centers for the building program. Delta to gather information on other GA terminals.

### T-Hangar Phase 2

- \$3 million submitted for Community Project Funds earmark has been granted.
- These funds will likely require a 10% local match, so total project could be up to \$3,333,333. This is 2X what the Phase 1 building cost in total.

- Delta has asked the BOA what the timing and administration of these funds will entail. The BOA indicated they do not know how or when the funds will be available.
- Dave Moyer preliminary discussion on scope to include a more “enhanced” building, such as heating, insulation, floor coating, rest room, paved parking, etc.
- Recall prior options included either a 12-unit building or a 9-Tee building with a nominal 60x50 box hangar on end.

**IX. Committee Reports:**

- Marketing: No update to report.
- Finance: No update to report.
- Security: No update to report.
- Building and Grounds: No update to report.
- Nominations: George Strunk made the motion to recommend Steve Webster to the county commissioners as a Board member. Bob Deinarowicz seconded the motion and the motion passed.

**X. Adjournment:**

The chairman motioned the Board to adjourn the meeting at 5:00 p.m. The motion passed and the meeting was adjourned. The next Board meeting is scheduled for February 15, 2023 at 3:00 p.m. in the MW Hangar located at the Airport.

Respectfully submitted,

Justin Klein-DeHaven.  
Airport Manager.

