

POCONO MOUNTAINS MUNICIPAL AIRPORT AUTHORITY

MEETING MINUTES.

February 15, 2023

3:00 p.m.

- I. Call to order:** Dave Moyer, chairman, called the meeting to order at 3:00 p.m. EST on February 15, 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, Steve Webster, George Strunk, Robert Deinarowicz, and Mark Turner. Adam Kerrick and Karl Weiler attended via Microsoft Teams.
- III. Public comment:** Paul Morgan attended the meeting to discuss possible renovations to the Moyer Aviation leased space.
- IV. Approval of Minutes:** George Strunk made the motion to accept the January Board meeting minutes, as updated and amended on February 15th, 2023. Bob Deinarowicz 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, 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. With the high winds the FBO building experienced issues with the furnace exhaust causing it to shut off, we are working with Keiper plumbing to do a temporary fix as well as a permanent fix this upcoming summer.
 2. Jim Miller started working Saturdays on his own, he is doing really well with towing, fueling, and billing aircraft.
 3. Mike Barta and Sons inc. did the annual fuel filter changes on both fuel farms and the fuel truck.
- 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 (18114)

- **General schedule:**
 - Site work = April 2023
 - Tank delivery and installation = June 2023
 - PP&L indicates new transformer is an 8-week lead time item. Grimm to coordinate when needed with PP&L contact provided.
- **Payments & Tank Deposit**
 - Delta to provide an updated payments/check schedule to Maria for payments recently received.

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

- Floor slab placed January 19/20.
- Interior electrical installation 90% complete.
- Fire alarm submittal approved and coordinated with Altronics.
- Propane tank placed.
- Temporary stop work issued February 10, 2023. On hold until weather favors completion of exterior concrete. There are 31 contract days remaining. Will need to discuss with Airport:
 - Concrete slope tie-in on south face
 - Concrete sidewalk entries to meet ADA
- Grimm may install the garage doors during the Stop Work if they are available.
- **Payments**
 - Delta to provide an updated payments/check schedule to Maria for payments recently received.
- **Funding Swap**
 - This has been completed and reimbursements are in progress.

T-Hangar Phase 2 (23006)

- \$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.
- BOA still has no plan to place the funds under grant.
- Will need to discuss building layout and scope once grant fund timing is known.
- Delta filed an FAA airspace case for this on January 30.
- New BOA engineer is Gregg Davis.

VanCleave Construction Easement

- 400,000 SF warehouse south of gravel truck parking lot
- Require a 20' +/- access easement for construction of a retaining wall on their property
- Township is requiring them to obtain written permission for this.
- Thoughts on allowing?
- Thoughts on agreement (insurance, hold-harmless). Advise letter agreement, nothing to be recorded on Airport property.
- Township may terminate current gravel access from Corporate Center Drive (Greg Haas)

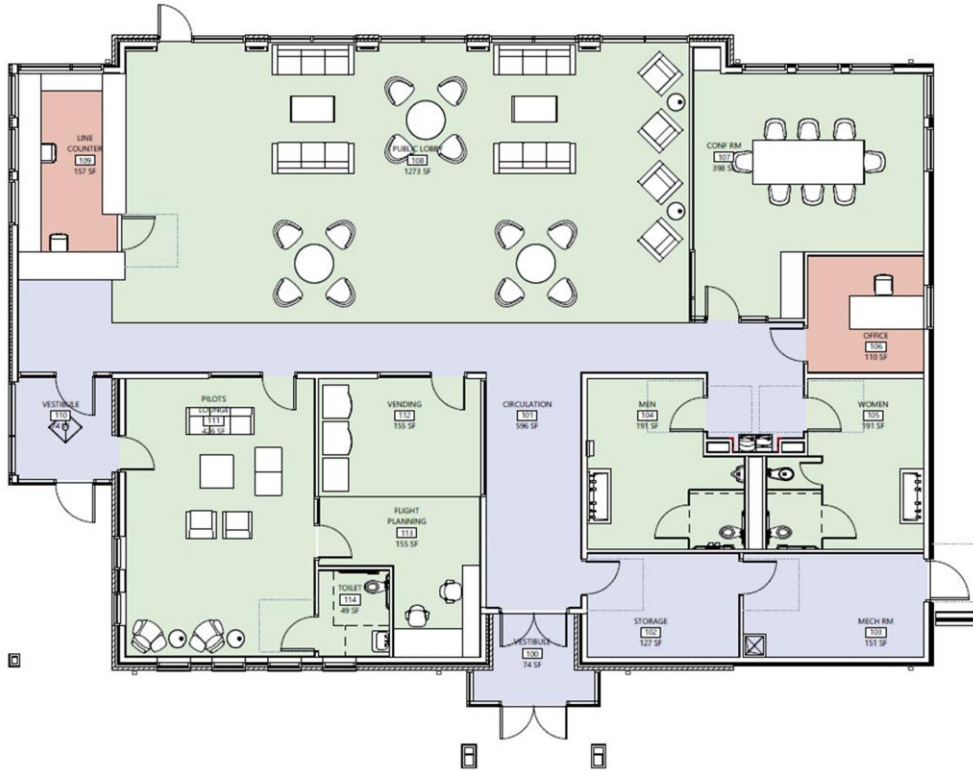


Bipartisan Infrastructure Law (BIL)

- \$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.

Luray Caverns Airport (LUA)

- 3,126' GA airport in Virginia
- New 4,100 SF terminal
- Terminal bids opened January 12, 2023
- Four bidders from \$2.99 million to \$3.03 million. \$730/SF





6 PERSPECTIVE - NW



3 AERIAL - NW



5 PERSPECTIVE - SW



2 AERIAL - SW



4 PERSPECTIVE - SE



4 AERIAL - SE

IX. New Business:

- **Website review:** Dave Moyer appointed George Strunk, Steve Webster, Mark Turner, and Adam Kerrick to review the Airport website.
- **Moyer Aviation reviewed changes and upgrades for the main hangar refurbishing:** Dave Moyer appointed Vice Chair John Kerrick to Chair the conversation, Dave Moyer recused himself from the discussion as he has a business relationship with Moyer Aviation.

X. 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: No update to report.

XI. Adjournment:

The chairman motioned the Board to adjourn the meeting at 5:08 p.m. The motion passed and the meeting was adjourned. The next Board meeting is scheduled for March 15, 2023 at 3:00 p.m. in the MW Hangar located at the Airport.

Respectfully submitted,

Justin Klein-DeHaven.
Airport Manager.

