Pocono Mountains Municipal Airport Authority
Minutes
February 21, 2018

Call to order: Dave Moyer, Chairman, called the meeting to order at 3:08 p.m. EST on February 21, 2018. The meeting took place in the MW hangar at the Pocono Mountains Municipal Airport located in Tobyhanna, PA 18466

Attendance: Dave Moyer, John Kerrick, Frank Revitt, Greg Christine, George Barthelenghi, George Strunk, Mark Turner, Adam Switzer, Jim Decker and Bonnie Schwartz. Bill Mullen and Karl Weiler joined the meeting via phone. Guests: Geoff Worthington, Vladimir Moskalev, Bill Weimer

Declaration of Quorum: Dave Moyer declared a quorum.

Public Comment:

Coolbaugh Township Fire Co. Mr. Bill Weimer, Fire Chief of the Coolbaugh Township Fire Co, believes it would benefit the airport to have a foam tote trailer and foam on site in case of a fuel spill. The board agreed there is a greater risk of fuel spills with highway accidents than accidents at the airport. It would benefit the community if the tote trailer and foam were located at a fire company. Dave Moyer and Jim Decker will prepare a letter of support for the fire company and provide it to the appropriate individuals.

Vladimir Moskalev: Mr. Moskalev would like to operate a flight school and provide air tours at the airport. The board would like to review Mr. Moskalev's business plan before making any decisions. Mark Turner and George Barthelenghi volunteered to provide guidance to Mr. Moskalev in preparing a business plan for the board's review.

Approval of Minutes: *George Strunk made a motion to approve the January minutes that include the amendments provided by Karl Weiler and to dispense of the reading. Greg Christine seconded the motion and the motion passed.*

Treasurer's Report-Financial Statements/Cash Position: Frank Revitt discussed the financial reports with the board. *George Strunk made a motion to approve the treasurer's report as presented. John Kerrick seconded the motion and the motion passed.*

Accounts Payable/bills to be paid: *George Strunk made a motion to approve payment of the bills listed on scheduled G and to ratify payment of bills made between board meetings as presented on schedule J. John Kerrick seconded the motion and the motion passed.*

Delta Airport Consultants: Adam Switzer emailed his report prior to the meeting. Listed below are highlights of his report.

Task order #2-ASOS: Waiting for the FAA to close out the reimbursable agreement;
Task order #3: Waiting for the contractor to be selected;
Task order #4-construction phase: The bids were opened on January 25, 2018. Leeward Construction was the low bidder. A special session was held February 1, 2018 to vote to consider Leeward Construction as the low bidder and to make a motion to accept alternate one or whichever alternate the BOA will support;
Task order #4-services agreement: *Greg Christine made a motion for Dave Moyer, Airport Chairman, to execute task order #4 which removes Rettew's services from the agreement. George Strunk seconded the motion and the motion passed.*

PA DOT grants: *George Strunk made a motion for John Kerrick, Vice Chairman, to execute the resolution listing individuals authorized to sign on the airport's behalf any and all agreements entered with the Commonwealth of Pennsylvania, Department of Transportation. Mark Turner seconded the motion and the motion passed.*

Airport Manager's Report: Jim Decker emailed his report to the board prior to the meeting. Not mentioned on the report; John Kerrick provided the funding to purchase an army aircraft tug for the airport's use.

Old Business:
Tree Removal/State Game Lands: Waiting for the HOP (Highway Occupancy Permit) from PennDOT. The license agreement with the rail authority has been finalized. *Greg Christine made a motion for Dave Moyer, Airport Chairman, to execute the Longitudinal Access License agreement with the PA. Northeast Regional Rail Authority. George Strunk seconded the motion and the motion passed.*

Parking lot lease pricing: No update to report at this time.

New Business:
Aviation fuel contract: George Barthelenghi is waiting to receive a signed aviation fuel contract.

Mower donation: Karl Weiler will be donating a mower to the airport in the spring.

Committees:
Nominating: No update at this time;

Marketing: No update at this time;

Finance: No update at this time;

Security/EOP: No update at this time;

Building and Grounds: The entrance road at the airport needs repairs.

Human Resources: No update at this time.

General Discussion:

Audit: The auditors are preforming the field work.

Legal Fees: To date the litigation for the land condemnation has cost approximately $7,000. Jim Decker will contact the insurance company about these fees to see if these costs are covered in the policy.

Executive Session: The board adjourned to executive session at 4:00 p.m. to discuss land lease and real estate. The session adjourned and returned to the regular meeting at 4:37 p.m.

Adjournment: *George Strunk made a motion to adjourn the meeting at 5:09 p.m. George Barthelenghi seconded the motion and the motion passed.* The next board meeting is scheduled for March 21st-3 p.m. in the MW hangar located at the airport.

Minutes submitted by: Bonnie Schwartz