

Pocono Mountains Municipal Airport Authority

Minutes

April 18, 2018

Call to order: Dave Moyer, Chairman, called the meeting to order at 3:00 p.m. EST on April 18, 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 Strunk, Mark Turner, Karl Weiler (via phone), Jim Decker and Bonnie Schwartz. Absent: Bill Mullen and George Barthelenghi
Guests: Vladimir Moskalev

Declaration of Quorum: Dave Moyer declared a quorum.

Public comment: A request was received by Mr. Moskalev to sub-let space from the Flying Club. By sub-letting, it would provide him the opportunity to determine the demand for his Flight School.

Before granting approval to amend the Flying Club's lease agreement to allow sub-letting, Mark Turner urged the board to wait before granting this approval. He believes by granting approval to one tenant may become an issue should other tenants make the same request and their request is denied. However, to allow Mr. Moskalev to move forward with his business the board voted to amend the Flying Club's agreement to allow them to sub-let space to Mr. Moskalev. *George Strunk made a motion to approve amending the lease agreement with the Flying Club Inc. to allow sub-letting, subject to the prior approval of the Pocono Mountains Municipal Airport Authority's sole discretion, for a six-month period to Vladimir Moskalev. Frank Revitt seconded the motion and the motion passed. All board members present voted aye except for Mark Turner who voted nay.*

The board agreed further research and discussions are needed before making any amendments to the general lease agreement policy. This will be an agenda item at the May meeting.

Directional signs will be placed on the north hangar directing clients to the Flying Club's building. Jim Decker will work on obtaining addresses for the businesses on the Northside.

Approval of Minutes: *George Strunk made a motion to approve the March minutes as presented 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 accept the financial statements as presented. Greg Christine 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. Frank Revitt seconded the motion and the motion passed.*

Delta Airport Consultants: Adam Switzer was unable to attend the meeting and provided the board his report prior to the board meeting.

Airport Manager's Report: Jim Decker emailed his reports to the board prior to the meeting. Beginning in May several items listed on the task tracker will be on the agenda (i.e. tenant fuel agreements-lease

agreements).

There were discussions on repainting the airport field markings. Mr. Decker received an estimate of \$12,595 to repaint all the markings on runway 1331. Currently there is no funding available to pay for this project. It was suggested having staff and volunteers (i.e. board members) paint the markings. Mr. Decker will compile the costs for the materials to do this work.

Mark Turner and Mr. Decker are working together on consolidating Community hangar lease rates and plan to provide a proposal at the May board meeting.

Old Business:

Tree Removal/State Game Lands: No update to report.

Parking lot lease pricing: Due to an aggressive timeline, Ridge Development will not be moving forward with their project. There is good news however; Pocono Mountains Economic Development Corporation received an agreement of sale from another Company for this property. George Strunk will be contacting this Company and will provide an update at the May board meeting.

George Strunk sits on both the airport authority board and the Pocono Mountains Economic Development Corporation (PMEDC) board. He is concerned there may be an ethics issue since he sits on both boards and will be dealing with this new Company on the airport's behalf. Marc Wolfe (legal counsel for PMEDC) will contact the Ethics Commission on George's behalf. Mr. Strunk was informed he can also write a letter to the Commission and request a letter of ruling. Greg Christine will speak to the airport's legal counsel, Geoff Worthington, regarding this issue and get his opinion on the matter.

New Business: No new business was discussed.

Committees:

Nominating: No update to report;

Marketing: No update to report;

Finance: The 2017 audit is complete and the public notice was advertised in the Pocono Record;

Security/EOP: No update to report;

Building and Grounds: No update to report;

Human Resources: No update to report.

Executive Session: George Strunk made a motion to adjourn to executive session at 4:12 p.m. to discuss legal and human resource issues. The meeting adjourned and reconvened to the regular meeting at 4:35 p.m.

Adjournment: The meeting adjourned at 4:35 p.m. The next board meeting is scheduled for May 16th-3 p.m. in the MW hangar located at the airport.

Minutes submitted by:

Bonnie Schwartz