

# POCONO MOUNTAINS MUNICIPAL AIRPORT AUTHORITY

## MEETING MINUTES.

July 21, 2021

3:00 p.m.

- I. Call to order:** Dave Moyer, chairman, called the meeting to order at 3:00 p.m. EST on July 21, 2021. 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, Bill Mullen, George Barthelenghi, George Strunk, Robert Deinarowicz, Karl Weiler, Greg Christine, and Mark Turner.
- III. Public comment:** No public comment to report.
- IV. Approval of Minutes:**  
George Strunk made a motion to approve the June minutes as presented and to dispense of the reading. Mark Turner 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 ratify the bills made on schedule J, and to pay the bills listed on schedule G including one eighth premium payment of the Gallagher invoice for insurance. George Strunk 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:
- Justin Klein put together a full list of tenants for a future T-hangar.
  - Another lightning strike occurred July 7th, 30 runway lights and the fuel farm were affected.
  - The airport sold around 4,750 gallons of jet A during the 2021 Nascar race.
  - Fuel prices increased on June 20th prior to the race.  
100LL - \$5.43  
Jet A - \$4.61
- VII. Task Tracker:** Dave Moyer discussed the task orders listed below.
- **Crack Sealing and line painting:** Operation still in progress.

## **VIII. Engineer's Report.**

### **Task Order #5 – Construct T-Hangars**

- No response from Bill Burton on issues relating to ADA appeal.
  - Labor & Industry has indicated they have no issue on the project.
- Surveyors will be out in the coming weeks to complete a Record Survey to comply with the NPDES permit.

### **Task Order #6 - Snow Removal Equipment Building (SRE)**

- MCCD permit expiration date coordination in progress.
- Delta is preparing the CA phase contract for this project. This will require an IFE and we will provide documents to Greg.
- Authority comments have been integrated into the plans. 100% review documents are being provided to the BOA this week.
- With BOA approval Adam can coordinate bid schedule with Greg.
- Any issues to delay advertisement once BOA comments are resolved?

### **Task Order #7 - Fuel Farm (ADP-2019-PMMAA-00034)**

- MCCD permit expiration date coordination in progress.
- Delta is preparing the CA phase contract for this project. This will require an IFE and we will provide documents to Greg.
- Authority comments have been mostly integrated into the plans. Delta is still looking to resolve issues relating to snow protection.
- Once snow protection is resolved can submit 100% review comments to BOA and then discuss advertising schedule.

### **CARES Money (\$69,000)**

- Approximately \$19,000 has been submitted and paid from the \$69,000 CARES Act grant (crack sealing). Delta's understanding is you have another \$10,000 +/- to still spend on this?
- H-Hite coordination ongoing. Appears they have delayed work to obtain correct type of paint.

### **CRRSAA Grant (\$23,000)**

- The BOA has not provided any update on the CRRSAA grant which will provide an additional \$23,000 to the Airport for operational expenses.
- These funds expected to be limited for use; likely no airside improvements, but possibly for payroll.

**ARA Grant (\$59,000)**

- The American Rescue Plan Act of 2021 is providing an additional \$59,000 to the Airport. These funds are similar to the \$69,000 from last year but might be slightly more restricted in their use for capital work, i.e. crack seal/markings. Any ideas for their use should be coordinated with the BOA.
- The BOA has not yet made a grant offer for these funds.

**Other Items**

- PennDOT/BOA Planning Sessions will be held over the summer for all airports. Please advise if you hear anything from them on potential dates.

**IX. Old Business:**

- **Tree Removal/State Game Lands:** Dave Moyer and Greg Christine discussed scheduling a conference call with the PA Game Commission.

Dave Moyer motioned the Board to pay the EDU bill up to \$7,000. George Strunk seconded the motion and the motion passed.

**X. New Business:**

- **Marketing income ideas:** Bill Mullin discussed with the Board possible government funding ideas.

**XI. Committee Reports:**

- **Marketing:** No update to report.
- **Finance:** No update to report.
- **Security:** No update to report.
- **Building & grounds:** No update to report.

**XII. Adjournment:** The Chairman adjourned the meeting at 4:15 p.m. The next Board meeting is scheduled for August 18th, 2021 at 3:00 p.m. in the MW hangar located at the airport.

Respectfully submitted,

Justin Klein-DeHaven.

Airport Manager.

