

POCONO MOUNTAINS MUNICIPAL AIRPORT AUTHORITY

MEETING MINUTES.

April 20, 2022

3:00 p.m.

I. Call to order: Dave Moyer, chairman, called the meeting to order at 3:00 p.m. EST on April 20, 2022. 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, George Barthelenghi, Bill Mullen, Mark Turner, and Robert Deinarowicz. Karl Weiler, and George Strunk attended via teams.

III. Public comment: No public comment.

IV. Approval of Minutes: George Barthelenghi made the motion to accept the March Board meeting minutes. 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.
- Riley & Co. presented the 2021 Audit with the Board.
George Strunk motioned to accept the Audit Report from 2021 financial statement as presented by Riley & Co. Karl Weiler seconded the motion and the motion passed.

Mark Turner made the motion to adopt the capitalization policy recommended by Riley & Co., setting minimum acquisition values of \$1,000 for vehicles and equipment and \$5,000 for buildings, structures, and real property, to be eligible for capitalization, addition to the Airport's fixed asset log, and the applicable scheduled depreciation. Bob Deinarowicz seconded the motion and the motion passed.

Mark Turner made the motion to pay the bills on schedule G, and to ratify the bills on schedule J paid between meetings. George Barthelenghi 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:

- The Airport no longer has oxygen services; we will save \$400.00 per year just from bottle rental. We can always obtain a delivery if needed for an event.
- Mowers are ready to go and were fully serviced.
- WB electric worked on the PAPI lights on runway 5 and the windsock adjacent to 31. They will be back to finish the repairs.
- Western express has not gotten back to me in a month regarding the gate repair.

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 #6 - Snow Removal Equipment Building (SRE)

- The BOA has clarified funding as follows (and shown on attached summary):
 - Construction (Grimm cost) of the AIP building will be funded 100% by a federal Block Grant.
 - Engineering services and Administration will be funded 95% by a BIL-grant.
 - This utilizes \$81,000 of your \$295,000 in FY2022 BIL funds.
 - Local match share is \$4,500.
 - All costs on the non-AIP portion will be funded 50% by a Multi-Modal grant
 - Local match share is \$255,00
 - So total local share is: \$4,500 + \$255,000 = \$259,500
 - This is consistent with the Weiler Family Foundation letter dated March 20, 2022 noting a \$260,000 donation
- Before we can apply for these grants, we need action on the following:
 - Authority statement on how we believe Grimm complied with the Good Faith Effort for the DBE goal on their bid.
 - See Delta recommended language on this.
 - We need to get this in BOA hands ASAP
- Bids expire June 15, 2022. We need to move quickly to satisfy BOA requests so that we can submit the grant applications.
- **SRE Building Colors:**
 - Grimm has dropped off color samples
 - Grimm told me they received color direction as follows:
 - Roof = Polar White
 - Trim = Cherokee
 - Walls = match the T-hangar as best possible (Sierra Madre or Parchment)

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

- The BOA has clarified funding as follows (and shown on attached summary):
 - \$1,228,075 from a state ADP grant
 - \$193,500 from LSA#1
 - \$92,400 from LSA#2
 - \$138,828 needed from Local funds
- We need an Authority position/commitment on the Local funds to make the ADP grant application.
- Grimm included a bid qualification on a 50% payment for the tanks upon ordering. I talked to the tank supplier, and he indicated he could live with 30%. In any case, this will be around \$120K to \$170k.
 - The ADP grant cannot front-fund this.
 - I believe the LSA#1 grant can and am open to discuss how we can meet this requirement.

CRRSAA Grant (\$23,000)

- The FAA has determined that some costs reimbursed to this grant are not eligible (crack sealing costs). This is to be resolved as follows:
 - Authority to send a check to Rob Betz for \$23,000.00 made out to “Commonwealth of Pennsylvania”

- Rob cleans up the mess behind the scenes and gives the all-clear
- Authority re-submits the last fuel bill as reimbursement to reclaim the \$23,000 under a fully eligible item.

ARA Grant (\$59,000)

- The American Rescue Plan Act of 2021 is providing an additional \$59,000 to the Airport.
- This grant is currently being set up in DotGrants but has not yet been offered.
- Discuss utilization of these funds as a fungible switch for the Local share on the Fuel Farm.

Bipartisan Infrastructure Law (BIL)

- \$81,000 of your FY22 BIL funds of \$295,000 are being programmed to the SRE building.
- Discuss in summer planning session how to utilize the funds going forward.

Community Development Funds

- Dave & Adam working with April Niver with Rep. Cartwright on potential \$3 million for T-hangar.
- Requires an FAA statement on eligibility...which is not proving to be easy to get. But we are trying through the BOA.
- Potential other options for CDF (North/South Apron rehab, parallel taxiway).

IX. New Business:

Greg Christine submitted his resignation to the Board. George Barthelenghi made the motion to accept the resignation. Bob Deinarowicz seconded the motion and the motion passed.

X. Adjournment:

The Chairman motioned to adjourn the meeting at 4:10 p.m. The motion passed and the meeting was adjourned. The next Board meeting is scheduled for May 18th, 2022 at 3:00 p.m. in the MW hangar located at the airport.

Respectfully submitted,
Justin Klein-DeHaven.
Airport Manager.

