

POCONO MOUNTAINS REGIONAL AIRPORT AUTHORITY

MEETING MINUTES.

February 16, 2022

3:00 p.m.

- I. Call to order:** Dave Moyer, chairman, called the meeting to order at 3:00 p.m. EST on February 16, 2022. The meeting took place in the MW hangar at the Pocono Mountains Regional Airport located in Tobyhanna, PA 18466.
- II. Attendance:** Dave Moyer, John Kerrick, Justin Klein, George Barthelenghi, Robert Deinarowicz, and Greg Christine. Mark Turner, Karl Weiler, Bill Mullen, and George Strunk attended via teams.
- III. Public comment:** The new owner of the clam shell hangar Bill Holloran. asked the Board what his options were pertaining to the hangar and what interest the Board might have in the Clam Shell Hangar. The Board will discuss and reach out to Bill.
- IV. Approval of Minutes:** Bill Mullen made a motion to approve the January minutes as presented and to dispense of the reading. 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. Mark Turner made the motion to ratify the bills made on schedule J, and to pay the bills listed on schedule G and one month's payment of the Gallagher insurance bill. George Strunk seconded the motion and the motion passed.
 - Fuel sales in both Jet-A and Avgas increased from the year prior.
- VI. Airport Manager's Report:** Justin Klein-DeHaven discussed his report with the Board and the salient items are listed below:
 - The Airport had an incident when a tractor trailer intending to go to the adjacent warehouse property took a wrong turn down hangar lane. The truck ran over the key pad that controls the gate in between the North and MW Hangar. Justin contacted the trucking company's insurance and already received a quote from Pocono Fence to make the repairs.
 - Justin has been training the new employee John Myers, it may take a month before he can be on his own but he's doing well.

- The new T-Hangars have been significantly better since the Airport had them sealed to prevent snow drifts in the hangar. However, the ice problem with the East side still persists when the weather is right.

VII. Task Tracker: Dave Moyer discussed the task orders listed below.

- **Crack Sealing:** Pavement Maintenance Contractors INC is to send the invoice for the completion of the project.
- **Sign & Logo Committee:** George Strunk and Karl Weiler have been appointed as the Sign and Logo Committee to suggest how best to utilize the new Name of the Pocono Mountain Regional Airport.

VIII. Engineer's Report.

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

- Bids open February 16 at 2:00 PM in the terminal. Delta/Greg will administer.
- Greg coordinating proposed construction contract with BOA.
- Delta will have a financial update for the meeting at 3PM.

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

- Project advertised on February 13 and February 17
- Prebid Meeting is February 22 at 10AM. Virtual meeting, you must register to attend.
- Bid opening March 16 at 2PM. Authority meeting same day at 3PM.

CRRSAA Grant (\$23,000)

- Final RFR for \$20,307.49 which includes a partial fuel invoice has been approved. Payment should be made within a few weeks.

ARA Grant (\$59,000)

- The American Rescue Plan Act of 2021 is providing an additional \$59,000 to the Airport. Any ideas for their use should be coordinated with the BOA.
- This grant is currently being set up in DotGrants but has not yet been offered.

Bipartisan Infrastructure Law (BIL)

- The FAA has begun asking airports to develop a plan for these funds. MPO has \$295,000 programmed for fiscal years 2022 through 2026.
- May be able to wait until summer Planning Session to discuss.
 - o Unless an earlier need develops to help support the SRE building or fuel farm, as this may be possible.

IX. Committee Reports:

- **Marketing:** Nothing to report.
- **Finance:** Nothing to report.
- **Security:** Nothing to report.
- **Building & grounds:** Bob Deinarowicz Reviewed the with the Board the 2021 Storm Water Sample Analysis results.

X. Adjournment: The Chairman motioned to move the Board to executive session at 4:15 p.m. to discuss personnel. The Chairman motioned to adjourn the meeting at 4:30 p.m. The

motion passed and the meeting was adjourned. The next Board meeting is scheduled for March 16th, 2022 at 3:00 p.m. in the MW hangar located at the airport.

Respectfully submitted,

Justin Klein-DeHaven.

Airport Manager.

