

**Pocono Mountains Airport Authority
Minutes**

March 18, 2020

Call to order: Dave Moyer, Chairman, called the meeting to order at 3:10p.m. EDT on March 18, 2020. The meeting took place in the M & W hangar at the Pocono Mountains Municipal Airport located in Tobyhanna, PA 18466.

Attendance: Dave Moyer, John Kerrick, George Strunk, Mark Turner, Robert Deinarowicz, George Barthelenghi, Ron Slonaker. On the phone: Karl Weiler, Bill Mullen, Greg Christine and Guest Kenneth Pugh of Skydive NJ, Inc.

Declaration of a Quorum: The Chairman, Dave Moyer, declared a quorum.

Public Comment

Kenneth Pugh of Skydive NJ stated that Skydive NJ doing business as Aerotopia, LLC would like to renew last years' contract so that Aerotopia, LLC may conduct Skydive operations at PMMA when a Temporary Flight Restriction (TFR) is issued in New Jersey due to the President's visit to Bedminster.

George Strunk made a motion to renew with only date changes last year's License Agreement with Aerotopia, LLC for the year 2020. Mark Turner seconded the motion and the motion passed.

George Barthelenghi will send the updated report to Aerotopia.

Approval of the Minutes; George Barthelenghi made a motion to approve the February minutes as presented and to dispense of the reading. George Strunk seconded the motion and it passed.

Treasurer's Report/Financial Statements/Cash Position: George Strunk discussed the financial reports with the board. George expressed concern with the high volume fuel sales margins. George asked the members of the board to provide inputs to define high volume sales and to delineate fuel margins for airport tenants. The discussion ended with no decisions. George and Ron will do more research on the issue. Mark Turner made a motion to accept the February financial reports as presented. George Barthelenghi seconded the motion and it passed.

Accounts Payable/Bill to be paid: Mark Turner made a motion to approve the payment of bills listed on Schedule G and to ratify payment of the bills between board meetings as presented on Schedule J. George Strunk seconded the motion and it passed

Airport Manager's Report A summary of Ron Slonaker's report follows:

- The auction of the old and unused items returned \$8,663 with a remaining bid of \$825 on the snow blower.
- Concrete Alternatives drilled holes in the concrete slab in front of the M & W Hangar doors and injected slurry to bring it back up level with the hangar floor.
- Cerergy solar reported that due to access setbacks and wetlands the airport did not have a minimum of 30 acres to construct a solar farm at the airport.

Task Tracker Review: Dave Moyer conducted a review of the tasks listed in the tracker.

- George Strunk said that the fuel agreements with Baron Leasing and HiTech Helicopters are ongoing.
- Airport name change to Regional is on hold.
- John Kerrick reported that runway crack sealing and runway line painting are on hold
- George Strunk is still waiting for an answer on the POS system.

Delta Airport Consultants: Adam Switzer provided the Project Status Report via email to the members of the board. Adam reviewed the highlights of the report via the conference call. Listed below is a summary of the report.

Task Order #4 -Construct North Ramp Taxiways (Delta Project 15128) - Construction Phase

- Work to be completed in the spring:
 - Grass growth & rut cleanup
 - Pavement repairs on the large low spot which holds water on the new apron
- A Change Order for Leeward to adjust the Contract Time and add the 2 additional work items will be prepared once Leeward completes the pavement repair.
- Leeward previously indicated the apron pavement repairs would be completed mid-April.

Current events may impact that. Delta will coordinate with Leeward as things progress.

Task Order #5 - Construct T-Hangars

- The project began November 4, 2019. Today is calendar day 136 of 260. No significant work has occurred in the past several weeks.
- Work is anticipated to recommence in early April.
- The scope of Change Order #2 for Code revisions has been finalized at a total of \$10,158. This cost is supported 100% by available L5A funds.
- Delta will circulate the Change Order for execution.
- BOA requires a walkway between the T Hangars and the M & W hangar. The cost of the walkway can be funded from the LSA contingency money

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

- Delta met with Dave, John & the MCCD in late February to discuss permitting. A minor relaxation of efforts was agreed to so long as 20% of the hangar foundation is converted to grass. This should eliminate the need to construct new storm water controls. The requirement for a NPDES Major Modification remains, however.
- Delta is soliciting a new cost proposal for this work, and one which will (hopefully) conform to what the BOA would like to see, and then will provide a new Task Order for review. Once the BOA approves this, the Authority can apply for the grant in DotGrants.

Fuel Farm

- Delta forwarded the IFE package to Greg on March 13. This will need to be complete prior to filing for the TA.
- This should be complete by April 1. Unknown how current events may impact BOA timelines.

Committees

Nominating: No update to report

Marketing: No update to report

Finance: No update to report

Security/EOP: No update to report

Building and Grounds: No update to report

Human Resources: No update to report

Executive Session

Mark Turner made a motion to adjourn to executive session at 4:07 pm EDT to discuss legal matters. George Strunk seconded the motion and the motion passed. The meeting adjourned and reconvened to the regular meeting at 4:23 pm EDT.

Adjournment: The Chairman, Dave Moyer, adjourned the meeting at 4:25 pm EDT. The next board meeting is scheduled for April 15, 2020, 3 pm at the M & W Hangar located in the airport.

Respectfully submitted

George H. Barthelenghi