

POCONO MOUNTAINS MUNICIPAL AIRPORT AUTHORITY  
MEETING MINUTES.

November 18, 2020

3:00 p.m.

- I. **Call to order:** Dave Moyer, chairman, called the meeting to order at 3:00 p.m. EST on November 18, 2020. The meeting took place in the MW hangar at the Pocono Mountains Airport located in Tobyhanna, PA 18466.
  
- II. **Attendance:** Dave Moyer, John Kerrick, George Barthelenghi, Greg Christine, George Strunk, Mark Turner, Robert Deinarowicz, Ron Slonaker, Justin Klein, Adam Switzer. Bill Mullen and Karl Weiler attended via telephone.
  
- III. **Public comment:**  
**Paul Houle** discussed the relocation of the flying club building. The details were discussed, and the board will further discuss relocation of the building closer to the time the new fuel farm will be installed.  
**Vladimir Moskalev** inquired if there was any news with rental space in the new T-Hangars. Potential options were discussed and the Board will report back to Vladimir. Vladimir was satisfied with the added tie downs in front of the flying club.
  
- IV. **Approval of Minutes:** George Strunk made a motion to approve the October minutes as presented and to dispense of the reading. George Barthelenghi seconded the motion and the motion passed.
  
- V. **Treasurer's Report-Financial Statement/Cash Position:** George Strunk discussed the financial reports with the board. Noteworthy was a decrease in expenses year over year. The trailer parking fees helped to offset the reduction in income due to lower fuel sales because of COVID 19. The Airport was awarded full request of \$100,000.00 from county budget for 2021. However, that is all the funds that will be available to the airport in 2021. Greg Christine made a motion to approve the Treasurer's Report including Accounts Payable/bills to be paid, George Barthelenghi seconded the motion and the motion passed.

**VI. Airport Managers Report:** Ron Slonaker discussed his report with the Board and the salient items are listed below:

- New T-Hangars are filled, North hangar space is available.
- Electrician has run a cable to hazard lights along 611, to be cleaned up and seeded in the spring. Electricity has also been run to light the flag pole. Power to the rotating beacon has been changed to its own power source.
- The Gate between North and MW hangar is still INOP, Lift master contacted to come evaluate the issue. South side gate was fixed. However, wind sometimes interrupts the photo eye and creates a failure to open/close.
- Justin has the summer equipment winterized.

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

- **Current fuel policies:** Greg Christine made a motion to keep the current high volume fuel purchasing policies as is for 6 months, Rob Deinarowicz seconded. Motion passed, Karl Weiler and John Kerrick abstained. Mark Turner will send extension letters to the current three High Volume Purchase Agreement holders.
- **Airport name change to regional:** Mark Turner and Karl Weiler discussed with Tony McCloskey head of the BOA. Tony is following up.
- **Crack Sealing and line painting:** Ron Slonaker and John Kerrick discussed the partial completion of the crack sealing.
- **Grants for Fuel farm:** George Barthelenghi discussed that both grants have a status of “In Review”.
- **List of approved vendors:** Ron Slonaker completed.

**VIII. Delta Airport Consultants report:** Adam Switzer discussed the task orders that are listed below with the Board members.

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

- Closeout paperwork for Dave to sign at the meeting
- Met with Russ Kresge and he confirmed project closure with the Township. Delta to send a copy of the recorded PCSM plans to Erin Masker.
- Has the hold sign been repaired?

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

- Adam is to draft an ADA appeal letter for Bill Burton.
- Status of Until 12 door switch? Fixed.
- Fulfab is to repair the leak in the roof of Unit 5, Fixed.
- Please indicate any remaining hangar punchlist items.
- Hangar demolition is complete.
- Grimm is still to repower the beacon per the plans.
- I have the floor coating invoices (\$749.36) – these may need to be paid from the “surplus” LSA funds reserved for Administration costs. Need to coordinate with Greg.

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

- Delta is proceeding on the design of the 4-bay building.
- The plans will indicate the FAA and non-FAA work for bidding and cost tracking purposes.
- Delta is coordinating with PP&L for power service

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

- Delta is proceeding with the Design.
- Delta has worked with George B. on alternate grant applications.
- Does Greg need additional information on LSA design funding?

### **Other Items**

- The \$69,000 CARES Act grant is in place. Once the Authority has costs to submit against this, Delta will coordinate their reimbursement in DotGrants. Per the BOA, costs for crack sealing and remarking ARE eligible.

## **IX. Old Business:**

- **Tree removal:** Dave Moyer stated the Game lands personnel will be taking care of the trees.
- **Transportation fund:** Discussed.

**X. Committees Reports:**

- **Marketing:** Bill Mullen and Mark Turner discussed what measures are required from the township for getting a temporary cloth banner advertising for hangar space. It was determined that we would be unlikely to receive the necessary Special Event sign permit for such a banner.
- **Finance:** George Strunk discussed and will look into different audit company costs.
- **Security:** No update to report.
- **Building grounds:** No update to report.

**XI. Executive Session:** George Strunk made a motion to adjourn to executive session at 4:21 p.m. to discuss personnel, seconded by Greg Christine and the motion passed. The Board returned to regular session at 4:55pm, whereupon a motion was made to adjourn.

**XII. Adjournment:** The Chairman adjourned the meeting at 4:55 p.m. The next board meeting is scheduled for December 16, 2020 at 3:00 p.m. in the MW hangar located at the airport.

Respectfully submitted,

Justin Klein-DeHaven.