

CHESTER COUNTY AREA AIRPORT AUTHORITY

MINUTES

March 2, 2010

The regular monthly meeting of the Chester County Area Airport Authority was held on Tuesday, March 2, 2010 at the Chester County / G. O. Carlson Airport in Coatesville, Pennsylvania at 4:00 p.m.

The following Board members were present:

Greg Cary
Doug Doratt
Colin Hanna
Al Koenig
Joe Sciandra
Fred Thompson

The following Board member was not present:

Paul McMinn

Also present:

Lois Glisson, Accountant
Carol Poinier, Recording Secretary
Mike Bem, Flying Machine Café
Gary R. Sizemore, Sikorsky Aircraft Corp.
Owen Watkins, Sureflight

CALL TO ORDER

Mr. Koenig, Chairman of the Chester County Area Airport Authority Board, called the meeting to order at 4:00 p.m.

Mr. Koenig advised the Board Mr. Hudson would not be present as he is attending a conference in Harrisburg.

APPROVAL OF THE MINUTES

The minutes of the Regular Meeting held on February 2, 2010 were brought before the Board for their review and comment.

Upon the Board's review, a motion was made by Mr. Cary and seconded by Mr. Doratt to approve the minutes of the Regular Meeting held on February 2, 2010 as presented; **the Board approved the motion by a unanimous vote of 6 to 0.**

ACCOUNTANT'S REPORT

The Board reviewed the Balance Sheet as of February 28, 2010 and Income Statement for Two Months Ending February 28, 2010, copies of which are on file at the office of the Chester County Area Airport Authority.

A motion was made by Mr. Sciandra and seconded by Mr. Cary to accept the Accountant's Report as submitted for the period ending February 28, 2010, subject to audit; **the Board approved the motion by a unanimous vote of 6 to 0.**

The Board discussed the extra expense related to snow removal and Mr. Sciandra advised the Board supporting documentation has been prepared and submitted in conjunction with Valley Township for reimbursement if the recent snow events result in the area being designated eligible for disaster relief.

Mrs. Glisson advised the Board Maillie, Falconiero has completed the field work necessary to prepare the Authority's annual audit.

The Board expressed their appreciation to Mrs. Glisson for her work on behalf of the Authority.

ENGINEER'S REPORT

In the absence of Mr. Jones of Delta Airport Consultants, Inc., Mr. Koenig and the Board discussed the Projects Status Report dated March 2, 2010, prepared by Delta Airport Consultants, Inc., a copy of which is attached hereto and made a part hereof.

Additional discussion was noted as follows:

Twelve Year Capital Improvement Plan (TYP)

Mr. Koenig advised the Board he believes the letter drafted by Delta to the PennDOT BOA has been sent to the BOA in a timely manner.

PennDOT BOA 5010 Inspection

Mr. Koenig and the Board discussed the on-Airport trees that require being removed and the off-Airport tree that is unable to be removed, noting their assumption is that the "off-Airport tree" that is "unable to be removed" is on private property.

Aviation Way Pavement Rehabilitation

The Board discussed the advantages of the proposed late start date for the advertising/request for proposals through the start of construction, i.e., 03/21/10 through 05/31/10, and noted the late start date did provide the Authority the opportunity to secure additional funding to expand the project.

It was also noted this project will involve non-Delta provided engineering services.

The Board further discussed the matter of whether State wage rates are required for the project and it was noted Delta advised "The Solicitor is coordinating with the

County.” After a thorough discussion, it was the consensus of the Board to contact Ms. Setzler for her advice prior to finalizing the bid documents.

Regional Meeting

Mr. Koenig advised the Board the meeting date with the County Commissioners, municipal elected officials, the Chester County Planning Commission, the DVRPC, and the BOA has been established and that said meeting will take place at 5:00 p.m. on March 18, 2010 at the Government Services Building on Westtown Road in West Chester.

Construct South Apron, Phase II, Land Environmental and Design

Mr. Koenig and the Board discussed the actions required to be taken by the Board due to the critical timing of the grant and the expiration of bids on April 19, 2010.

After a lengthy discussion, the following Resolutions were proposed:

RESOLVED, that Board of Directors of the Chester County Area Airport Authority approve the Authority accepting a grant from the PennDOT Bureau of Aviation in an amount sufficient to execute the Construct South Apron project construction.

A motion was made by Mr. Sciandra and seconded by Mr. Thompson approving the Authority accepting a grant from the PennDOT Bureau of Aviation for the Construct South Apron project construction; **the Board approved the motion by a unanimous vote of 6 to 0.**

RESOLVED, that Board of Directors of the Chester County Area Airport Authority approve the Authority awarding a construction contract to York Excavating for either Alternative 1 or Alternative 2 for the Construct South Apron project up to the bid amount based on the budget and conditioned on receipt of a grant from the PennDOT Bureau of Aviation in an amount sufficient to execute the contract for the Construct South Apron project.

A motion was made by Mr. Sciandra and seconded by Mr. Doratt approving the Authority awarding a construction contract to York Excavating for either Alternative 1 or Alternative 2 for the Construct South Apron project up to the bid amount based on the budget and conditioned on receipt of a grant from the PennDOT Bureau of Aviation in an amount sufficient to execute the contract for the Construct South Apron project; **the Board approved the motion by a unanimous vote of 6 to 0.**

RESOLVED, that Board of Directors of the Chester County Area Airport Authority approve a contract with Delta Airport Consultants, Inc. for construction administration for the Construct South Apron project based on the budget and conditioned on receipt of a grant from the PennDOT Bureau of Aviation in an amount sufficient to execute the contract for the Construct South Apron project.

A motion was made by Mr. Cary and seconded by Mr. Hanna approving the Authority awarding a contract with Delta Airport Consultants, Inc. for construction administration for the Construct South Apron project based on the budget and conditioned on receipt of a grant from the PennDOT Bureau of Aviation in an amount sufficient to execute the contract for the Construct South Apron project; **the Board approved the motion by a unanimous vote of 6 to 0.**

Runway 11-29 Feasibility and Justification Study

Mr. Koenig and the Board discussed Delta's comment re the Keystone Heliplex hangar and noted their interpretation was that Delta was referring to the existing hangar and the elevation of the runway.

COUNSEL'S REPORT

Mr. Koenig placed a call to the Authority's solicitor, but Ms. Setzler was not available. Staff was directed to discuss the State wage issue referenced in Delta's Report "Aviation Way Pavement Rehabilitation" with Ms. Setzler.

OLD BUSINESS

Future Financial Status of CCAH

Mr. Hanna advised the Board he has been assured by Mr. Greg Campbell that CCAH is experiencing no severe persistent financial problems other than those experienced by all businesses in this difficult economic environment.

NEW BUSINESS

Staff Recognition

Mr. Koenig expressed the Board's appreciation to Messrs. Hudson and Eadline and the entire snow removal crew for their efforts during the month of February.

Electricity Charges

Mr. Cary discussed with the Board the expiration of rate caps to take effect at the end of the year and suggested Staff investigate the most cost effective path for the Authority to take in receiving electricity, and advised the County has taken steps to purchase electricity in an attempt to control costs. He further noted a consideration is that the provider chosen by the Authority not impose an "early out" penalty.

Escrow Account

Mrs. Glisson advised the Board she has been notified by DNB that an escrow account held at DNB with a current balance of \$10,000 has had no activity in the last year. Mrs. Glisson noted the escrow account was established to house a deposit made by Chester County Aviation Holdings for an option on the proposed terminal renovations.

Stock Pile Preconstruction Meeting

Mr. Sciandra advised the Board that a preconstruction meeting will be held on Friday, March 5, 2010 re the stock pile initiative.

Airport Hot Topics

Mr. Koenig discussed with the Board the current issue of Airport Hot Topics sent to the Board for their review prior to the meeting, a copy of which is attached hereto and made a part hereof.

PUBLIC COMMENT

Mr. Bem noted the tenants would also benefit from the establishment of a co-op for the purchase of electricity.

NEXT SCHEDULED MEETING

It is anticipated the next regular scheduled meeting of the Board will be on Tuesday, April 6, 2010 at 4:00 p.m.

ADJOURNMENT

A motion was made by Mr. Cary and seconded by Mr. Sciandra to adjoin the meeting; **the Board approved the motion by a vote of 6 to 0 and Mr. Koenig adjourned the meeting at 4:55 p.m.**

Respectfully submitted,

Carol Poinier
Recording Secretary

Attachments:

Engineer's Report: Projects Status Report
Airport Manager's Report: Airport Hot Topics