

## Pocono Mountains Municipal Airport Authority

### Minutes

January 15, 2020

**Call to order:** Dave Moyer, Chairman, called the meeting to order at 3:02 p.m. EST on January 15, 2020. The meeting took place in the MW hangar at the Pocono Mountains Municipal Airport located in Tobyhanna, PA 18466

**Attendance:** Dave Moyer, John Kerrick, Frank Revitt, Bill Mullen, George Barthelenghi, Greg Christine, George Strunk, Mark Turner, Karl Weiler (via phone), Ron Slonaker and Bonnie Schwartz. Guest: Vern Moyer

**Declaration of Quorum:** Dave Moyer declared a quorum.

**Public comment:** No public comments.

**Approval of Minutes:** *Mark Turner made a motion to approve the December minutes as presented and to dispense of the reading. George Strunk seconded the motion and the motion passed. Bill Mullen abstained.*

**Treasurer's Report-Financial Statements/Cash Position:** George Strunk reported sales were down approximately 30%, gross profit was down \$1,000+/- and a year to date loss of \$20,000+/-.

**Accounts Payable/bills to be paid:** *George Strunk made a motion to approve payment of bills, with the exception of making a partial payment on the Arthur Gallagher Risk Management invoice and not the entire invoice, listed on schedule G and to ratify payment of bills made between board meetings as presented on schedule J. Greg Christine seconded the motion and the motion passed.*

**Airport Manager Report:** Ron Slonaker reported:

- The hose reel rewind motors failed on the 100LL and the JetA. The 100LL has been repaired and the JetA will be repaired as soon as the parts arrive;
- The brother of a tenant slipped and fell in the parking lot during the last storm and injured his hip. He went to the hospital via ambulance. The insurance company was provided all the information of the accident;
- New cutting edges were needed for the plows on the loader and the red truck. The cost is approximately \$1,000+/-;
- Thanks to Dave Moyer providing a crane, WB Electric was able to replace the motor on the beacon and the beacon is now operating correctly;
- Other airports were contacted and questioned how they handle the ice situation during the winter months. Pre-treatment was recommended but this method is very expensive. Some airports use sand, which is very messy and could damage parts of an airplane. The board agreed that staff continue using their current method of dealing with the ice.

**Task Tracker:** Dave Moyer reviewed the report.

- George Barthelenghi reported the RFP's for engineering services were advertised. Only three responses were received. On December 23, 2019 the RFQ's were sent to these three companies as well as the twelve companies on the BOA's qualifying engineering list. Only one response was received. Hopefully more responses will be received. George Strunk and John Kerrick continue to assist Mr. Barthelenghi in completing this task;
- A check for \$732 was received from Phillips 66;
- The Civil Air Patrol building will be removed once the permit is received from DEP. Hopefully before the February meeting.

**Delta Airport Consultants:** John Kerrick reported the building permit for the T-hangars was approved and the building is being ordered.

**Old Business:**

*Tree Removal/State Game Lands:* No update.

*NPDES permit annual testing:* Rettew is preparing and will be providing the Emergency Response Plan (ERP). When the fuel truck is not in use, DEP is requiring that the fuel truck be kept in a contained area. It is unclear if this is a mandate. Ron Slonaker will research.

**New Business:**

*Election of Officers:*

- Chairman: *Greg Christine made a motion to nominate Dave Moyer to serve as Chairman. George Strunk seconded the motion. Greg Christine moved that the nominations be closed for Chairman. George Strunk seconded the motion and the motions passed.*
- Vice Chairman: *Greg Christine made a motion to nominate John Kerrick as Vice Chairman. George Strunk seconded the motion. George Strunk moved to close the nominations for Vice Chairman. Greg Christine seconded the motion and the motions passed.*
- Secretary: *George Strunk made a motion to nominate Bill Mullen as Secretary. George Barthelenghi seconded the motion. George Strunk moved to close the nominations for Secretary. George Barthelenghi seconded the motion and the motions passed.*
- Treasurer: *Dave Moyer made a motion to nominate George Strunk as Treasurer. Greg Christine seconded the motion. George Barthelenghi moved to close the nominations for Treasurer. Dave Moyer seconded the motion and the motions passed.*

*MRB Group:* Greg Christine made a motion authorizing payment of \$2,800 to the MRB Group for fee estimate on the snow removal equipment building. George Strunk seconded the motion and the motion passed.

*New Board Member:* George Strunk made a motion to recommend to the County Commissioners the appointment of Robert (Bob) Deinarowicz Jr. as a board member to replace the seat vacated by Frank Revitt. Karl Weiler seconded the motion and the motion passed.

**Committees:**

*Marketing:* Bill Mullen reported the following:

- John Kerrick, George Barthelenghi and himself met with Congressman Cartwright to discuss funding for airport projects. There are four areas that funding would be helpful;
  - Fuel farm: \$128,000
  - Renaming of the airport
  - Runway-crack filling
  - Runway-line paintingCongressman Cartwright agreed to investigate finding ways to fund these projects. The Appalachian Regional commission is one source he will investigate.
- To generate additional income, Mr. Mullen suggested renting storage space at the airport to RV and boat owners. The board agreed this is something to consider.

*Finance:* No update;

*Security/EOP:* As a security measure, George Strunk recommended locking the door to the conference room during meetings. The board agreed to take this precaution.

*Building and Grounds:* No update;

*Human Resources:* No update.

**Adjournment:** The meeting adjourned at 4:07 p.m. The next meeting is scheduled for Wednesday February 19, 2020.

Minutes submitted by:

Bonnie Schwartz