

POCONO MOUNTAINS MUNICIPAL AIRPORT AUTHORITY

MEETING MINUTES.

June 15, 2022

3:00 p.m.

I. Call to order: Dave Moyer, chairman, called the meeting to order at 3:00 p.m. EST on June 15, 2022. The meeting took place in the MW hangar at the Pocono Mountains Airport located in Tobyhanna, PA 18466.

II. Attendance: Dave Moyer, John Kerrick, Justin Klein, Bill Mullen. Karl Weiler, and George Strunk. Absent Mark Turner, George Barthelenghi, and Robert Deinarowicz.

III. Public comment: Adam Kerrick introduced himself and sat in on the meeting to see how the Board operates.

IV. Approval of Minutes: Karl Weiler made the motion to accept the May Board meeting minutes. George Strunk seconded the motion and the motion passed. George Strunk abstained.

V. Treasurer's Report-Financial Statement/Cash Position:

- Mark Turner discussed the financial reports with the Board.

George Strunk made the motion to pay the bills on schedule G, and to ratify the bills on schedule J paid between meetings. Karl Weiler seconded the motion and the motion passed.

VI. Airport Manager's Report: Justin Klein-DeHaven discussed his report with the Board and the salient items are listed below:

1. Fuel truck leak has been fixed.
2. Fuel prices raised:

100LL: \$7.44

Jet A: \$8.14

3. Fly in breakfast went smoothly with a great showing both from drive in and fly in audience.

Karl Weiler made the motion to discount the fuel for the participating parties with the plane and helicopter rides by ten percent. Dave Moyer seconded the motion and the motion passed.

VII. Task Tracker: Dave Moyer discussed the task orders currently on the list. There were no updates at this meeting.

VIII. Engineer's Report.

Task Order #1 - Fuel Farm

- The project has been awarded to Grimm.
- Grimm has not yet submitted any shop drawings.
- A preconstruction meeting should be scheduled for some time in the next few weeks. Delta to discuss proposed start date and 2022 work with Grimm.
- There is no building permit required, only a Zoning Permit which is a formality. Grimm to complete.
- General schedule:
 - Site work will be in summer/fall 2022
 - Tank delivery and installation will be in early 2023, dependent on payment of deposit.
- **Grant Status:**
 - **Multi- Modal Grant** - approved by BOA, currently processing, expect in-place within 2 weeks. Funds 75% of all project costs. Valued at \$1,228,075
 - **LSA #1** – in-place, \$193,500 available. Contributes to 25% local match.
 - **LSA #2** – unsure of status. Targeted value was \$92,400. Contributes to 25% local match.
 - **LSA#3(?)Other Local** – required funds to complete local match, valued at \$138,828.
- **Tank Deposit**
 - Grimm has submitted a request for a 50% down-payment on the tanks per their bid qualification. This amount is \$278,010.
 - An order before the end of June should allow for tank shipment in November +/-.
 - Discuss utilization of LSA/Local funds to pay for this.
- **Tax Exemption**
 - Grimm is pursuing a tax exemption certificate for this project. Mike Conklin says they obtained this on the T-hangar; he is unsure of the mechanics and his office is handling it. It might require assistance of Greg as he might have helped on the last project.

Task Order #2 - Snow Removal Equipment Building (SRE)

- The project has been awarded to Grimm.
- Delta has begun processing shop drawings.
- A preconstruction meeting should be scheduled for some time in the next few weeks. Delta to discuss proposed start date and 2022 work with Grimm.
- Grimm has made the Building Permit submission and that will require approval before site work can begin. This will likely take several weeks and is the critical path to the site work start.
 - Grimm has already ordered the building.
- General schedule:
 - Site work expected in summer/fall 2022
 - Building erection expected in spring/summer 2023

Grant Status:

- **Block Grant** – in place. Funds 100% of Grimm costs on the federal half of the building.
Value = \$506,988
- **Capital Budget Grant** – approved by BOA, currently processing, expect in-place within 2 weeks. Funds 50% of Grimm costs and 50% of Delta costs on the non-federal half of the building. Valued at \$250,000
- **BIL Grant** – not offered yet, likely fall 2022. Funds 95% of Delta costs on the federal-half of the building. The project can proceed without this in place and reimburse later once issued, however we need to discuss cash-flow and ability to pay invoices. Valued at \$85,500.
- **Local Funds** – Possibly a mix of LSA and/or Weiler Corp funds? Valued at \$259,274. Funds required to support matches on other grants listed above.
- Tax Exemption
 - Same as Fuel Farm.

CRRSAA Grant (\$23,000)

- Re-payment of the \$23,000 has been made and this grant has been closed. Will be removed.

ARA Grant (\$59,000)

- The American Rescue Plan Act of 2021 is providing an additional \$59,000 to the Airport.
- This grant should be in place by June 24 and then charges can be made against it.

Bipartisan Infrastructure Law (BIL)

- \$81,000 of your FY22 BIL funds of \$295,000 are being programmed to the SRE building.
- Discuss in summer planning session how to utilize the funds going forward.

Community Development Funds

- \$3 million submitted for Community Project Funds earmark for FY23 federal budget for T- hangar. Sounds like we will know status around September.

Other

- Annual Planning Session dates have been announced. These will be virtual again.
 - Week of July 11-15
 - Week of August 8-12
 - Week of August 15-19
 - There is an Authority meeting August 17

IX. New Business:

X. Adjournment:

The Chairman motioned to adjourn the meeting at 4:10 p.m. The motion passed and the meeting was adjourned. The next Board meeting is scheduled for July 20th, 2022 at 3:00 p.m. in the MW hangar located at the airport.

Respectfully submitted,

Justin Klein-DeHaven.

Airport Manager.

