

POCONO MOUNTAINS MUNICIPAL AIRPORT AUTHORITY  
MEETING MINUTES.

July 20, 2022

3:00 p.m.

- I. Call to order:** Dave Moyer, chairman, called the meeting to order at 3:00 p.m. EST on July 20, 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, George Strunk, Mark Turner, and Robert Deinarowicz, and Karl Weiler. Bill Mullen was absent from the meeting.
- III. Public comment:** No public comment.
- IV. Approval of Minutes:** George Strunk made the motion to accept the June Board meeting minutes. Bob Deinarowicz seconded the motion and the motion passed. Mark Turner abstained because of his absence from the June meeting.
- V. Treasurer's Report-Financial Statement/Cash Position:**
- Mark Turner discussed the financial reports with the Board.
- George Strunk made the motion to accept the Treasurer's report. Bob Deinarowicz seconded the motion and the motion passed.
- 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. The gate closest to the FBO is fixed and operational, ABE fence is sending me a revised quote and can be here in the following week to fix the new gate between the MW and North Hangar.
  2. Fuel prices changed:
    - 100LL: \$7.99
    - Jet A: \$7.16
  3. A student at Moyer Aviation who is employed full time at Sanofi put an application into the airport and is willing to work Saturday and Sundays. We will still need an employee on standby this winter for snow removal.

**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**

- Preconstruction meeting is Wednesday July 20, at 1:00
- Grimm has submitted the tank shop drawings, Delta is reviewing.
- General schedule:
  - Site work = summer/fall 2022
  - Tank delivery and installation = 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. Value = \$1,228,075
  - **LSA #1** – in-place, \$193,500 available. Contributes to 25% local match.
  - **LSA #2** – confirm in place at \$92,400. Contributes to 25% local match.
  - **LSA#3(?) / Other Local** – required funds to complete local match, value = \$138,828. I am unsure of plan for this? Mark Turner reviewed funding options with the Board for this Local Match amount.
- **Tank Deposit**
  - Grimm has submitted a request for a 50% down-payment on the tanks per their bid qualification. This amount is \$278,010.
  - 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)**

- Preconstruction meeting is Wednesday at 1:00
- Grimm has submitted numerous shop drawings. Steel building is approved. Foundation plan still needs to be submitted.
- An update on the Building Permit submission will be made from the preconstruction meeting discussion.
- General schedule:
  - Site work = summer/fall 2022
  - Building erection = 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** – In place. Funds 50% of the non-federal half of the building (Grim & Delta costs). Value = \$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 Foundation funds? Valued at \$259,274. Funds required to support matches on other grants listed above.
  - Is there an LSA grant for this? Mark Turner reviewed funding options with the Board for this Local Match amount.
- Tax Exemption
  - Same as Fuel Farm.

**ARA Grant (\$59,000)**

- The American Rescue Plan Act of 2021 is providing an additional \$59,000 to the Airport.
- Grant is in place. Delta to verify if we have a fuel bill on file we can reimburse, or if we need to obtain one. Mark Turner confirmed that he will provide Delta with the necessary fuel bills.

**Bipartisan Infrastructure Law (BIL)**

- \$81,000 of your FY22 BIL funds of \$295,000 are being programmed to the SRE building.
- Discuss at 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 has been scheduled for August 16. Need to verify the time with BOA.

**IX. New Business:** No update to report.

**X. Adjournment:**

The Chairman motioned the Board to move to executive session at 3:52 p.m. The chairman later motioned the Board to adjourn the meeting at 4:20 p.m. The motion passed and the meeting was adjourned. The next Board meeting is scheduled for August 17, 2022 at 3:00 p.m. in the MW hangar located at the airport.

Respectfully submitted,

Justin Klein-DeHaven.

Airport Manager.



