

WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT
BOARD MEETING
APRIL 18, 2013

A regular meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Thursday, April 18, 2013 in the Terminal Building Conference Room at the Airport. The meeting was called to order at 10:30 A.M. with Mr. Timothy McGinley presiding.

PRESENT: Commissioner Corey D. O'Brien
Commissioner James Wansacz
Commissioner Patrick O'Malley
Board Member Timothy McGinley
Board Member Robert Lawton

ALSO PRESENT: Barry J. Centini, Airport Director
Michael W. Conner, Assistant Airport Director
Stephen Mykulyn, Director of Engineering
Gary Borthwick, Director of Finance
Attorney Donald Frederickson, Lackawanna County Solicitor
Reggie Mariani, Lackawanna County Chief Auditor

ITEM 2:
PUBLIC COMMENTS.
(Chairman)

None

ITEM 3:
APPROVAL OF MINUTES.
(Chairman)

MOTION: To approve and dispense with the reading of the March 28, 2013
Bi-County Airport Board Meeting minutes.
MOVED BY: Commissioner O'Brien
SECONDED BY: Commissioner James Wansacz
VOTE: Unanimous

ITEM 4:
BUSINESS REPORT:
(Michael Conner – Assistant Airport Director)

Passenger Activity

DISCUSSION: Mr. Conner reported on the "Airport Quick Look" charts, passenger enplanements for the month of March 2013 decreased 5.0% to 18,048 from 19,003 in the month of March 2012. Mr. Conner noted that this is mainly attributable to the loss of a daily Delta flight to Detroit and the loss of a daily United flight to Newark when compared to last March.

Enplanements for March 2013 compared to enplanements for March 2011 decreased by 788, or 4.2%. This is mainly attributable to the loss of American Eagle's 62 flights in March 2011.

BUSINESS REPORT – Cont'd...

Enplanements for March 2013 compared to enplanements for February 2013 increased by 2,513 or 16.2%. This is mainly attributable to March being a longer month than February, and the restoration of a Delta 3rd daily flight to Detroit.

In March 2013, 20 departing flights were cancelled: 15 for air traffic/weather; 5 for mechanical. This accounts for 912 seats (3.7%) out of a total 25,665 departure seats. Also, 17 arriving flights were cancelled: 14 for air traffic/weather and 3 for mechanical.

General Aviation Operations.

DISCUSSION:

For March 2013, General Aviation had 726 operations (one take-off or one landing), which is a decrease of 28% from March 2012's 1,005 General Aviation Operations. General Aviation revenues decreased \$ 1,081, or 10%, to \$ 9,708.

Financial Report

Revenue/Expenses Report.

DISCUSSION:

Mr. Conner reported that for the month of March 2013, Airport Operations had a net loss totaling \$ 23,022, compared to a net income of \$ 89,427 in March 2012, which is a difference of \$ 112,449. Year to date net loss for 2013 is \$ 51,878 which is \$ 99,119 less than the comparable 2012 net income of \$ 47,241. Mr. Conner noted that the revenue on the first quarter of 2013 was reduced by the loss of rental income with the opening of the new tower, cancelled flights and the loss of daily flights to Newark and Detroit. He noted that the direct operation expenses increased by \$ 35,563.00 which is primarily attributable to salary and the wages expenses for a one time payment to union employees per their contract of \$ 28,000.00. General and Administrative expenses increased by \$ 64,153.00 which is mainly attributable to increases in legal expenses, marketing and promotion, fuel, and other expenses related to the current weather in the first quarter. Invoices received since the last meeting for supplies and services total \$ 595,288.63. These invoices include major construction project costs of \$ 280,465.72.

Project Invoices.

DISCUSSION:

The following Airport Capital Project Invoices and Applications for Payment have been received since the last Board Meeting and are recommended for payment (AIP Drawdown #2013/3).

Rehab. and Extend Hangar Road
ACP 07-16

L. R. Kimball \$ 23,739.59

Invoice # 519062, April 9, 2013 in the amount
\$ 23,739.59 for inspection services.

Friedman Electric \$ 156.19

Invoice # S015423436.001, March 25, 2013 in
the amount of \$ 156.19 for construction services.

BUSINESS REPORT – Cont'd...

Friedman Electric	\$	5.16
Invoice # S01533663.001, March 12, 2013 in the amount \$ 5.16 for construction services.		
Friedman Electric	\$	22.62
Invoice # S01533663.003, March 12, 2013 in amount \$ 22.62 for construction services.		
Friedman Electric	\$	7.53
Invoice # S01533663.002, March 13, 2013 in amount \$ 7.53 for construction services.		
Friedman Electric	\$	117.00
Invoice # S015294964.001, March 6, 2013 in amount \$ 117.00 for construction services.		
This project is 96.67% complete.		
<u>Construct South General Aviation Apron ACP 10-01</u>		
Popple Construction	\$	225,448.83
Application #15, April 15, 2013 in the amount of \$ 225,448.83 for construction services.		
This project is 100.64% complete.		
<u>Taxiway B Extension ACP 11-01</u>		
L. R. Kimball	\$	14,547.80
Invoice # 519082, April 9, 2013 in the amount \$ 14,547.80 for design services.		
This project is 93.25% complete.		
<u>Rehab. Airline Apron ACP 12-02</u>		
McFarland Johnson	\$	1,154.08
Invoice #4, March 22, 2013 in the amount of \$ 1,154.08 for design services.		
This project is 37.06% complete.		

BUSINESS REPORT – Cont'd...

East Side Development Roadway
ACP 13-03

Civil Design Partners \$ 15,266.92

Invoice # 1964, March 25, 2013 in amount
\$ 15,266.92 for design services.

This project is 100.00% complete.

MOTION: Request the Airport Board approve the above transactions and payments.
MOVED BY: Board Member Lawton
SECONDED BY: Commissioner O'Brien
VOTE: Unanimous

PFC Status Report.

DISCUSSION: Mr. Conner reported that the Airport collected \$ 275,368.37 (including \$ 2,385.43 interest throughout the first quarter of 2013), bringing the PFC Trust Account balance of \$ 2,687,550.81.

For PFC Application 93-01, 97-02 and 00-03, the Airport has expended \$ 9,532,125.05 (74%) out of a total collection authority of \$ 12,997,524; for PFC Application 08-05, the Airport has expended \$ 1,289,989 (85%) out of a total collection authority of \$ 1,518,104; for PFC Application 09-07, the Airport has expended \$ 117,929 (72%) out of a total collection authority of \$ 164,000; and for PFC Application 11-08, the Airport has expended \$ 937,667.62 (75%) out of a total collection authority of \$1,255,054.

MOTION: Request the Airport Board accept the above report.
MOVED BY: Board Member Lawton
SECONDED BY: Commissioner O'Brien
VOTE: Unanimous

ITEM 5.

DIRECTOR'S COMMENTS:

(Barry J. Centini, Airport Director)

Access Road – To Industrial Park East of Turnpike.

MOTION: Recommend the Airport Board approve the Deed of Release between the Federal Aviation Administration and the Counties of Lackawanna and Luzerne, d.b.a. the Wilkes-Barre/Scranton International Airport, subject to solicitors final concurrence. The Deed releases a total of 16.42 acres as requested by the Wilkes-Barre/Scranton International Airport for non-aeronautical purposes. The land will be used for PennDOT to construct an access road that will begin near the end of Navy Way, bridge over the Pennsylvania Turnpike, and connect to Commerce Boulevard in the Grimes Industrial Park. 12.953 acres will be used for the access road and the remaining 3.467 acres will be used for the reconstruction of I-81 interchange #178. PennDOT will pay the Airport \$118,800.00 plus \$ 2,200.00 total \$ 121,000.00 for the Easement of the 3.46 acres and for temporary access necessary for construction of the interchange.

MOVED BY: Commissioner O'Malley
SECONDED BY: Board Member Lawton
VOTE: Unanimous

DIRECTOR'S COMMENTS – Cont'd...

Aviation Exploration Day.

DISCUSSION:

Mr. Centini reported that Marywood University's Aviation Club hosted the 8th Annual Aviation Exploration Day at the Wilkes-Barre/Scranton International Airport on Saturday, April 13, 2013. Over 500 people viewed aircraft and helicopters which were on display, along with aviation exhibits from the Army National Guard, Civil Air Patrol, U.S. Navy, Saker Aviation, Sea Cadets, the Wilkes-Barre/Scranton International Airport and Angel Flight. Tech Aviation Flight School provided aircraft rides. Marywood's Aviation Club raised over \$ 1,300.00, which was donated to Angel Flight of America. The non-profit Angel Flight arranges air transportation for children and adults to access medical care.

New South General Aviation Apron Project.

DISCUSSION:

Mr. Centini informed the Board that there is a ribbon cutting scheduled for the New South General Aviation Apron after the Airport Board Meeting.

ITEM 6.

OTHER MATTERS:

(Chairman)

None.

ITEM 7.

ADJOURNMENT:

(Chairman/Vice Chairman)

MOTION:

To adjourn the meeting.

MOVED BY:

Commissioner O'Brien

SECONDED BY:

Board Member Lawton

VOTE:

Unanimous

The meeting was adjourned at 10:43 A.M.