

**WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT
BOARD MEETING
May 28, 2026**

The scheduled monthly meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Thursday, May 28, 2026 in the Barry J. Centini Conference Room. The meeting was called to order at 10:30 A.M. with Commissioner Chris Belles presiding.

PRESENT: Council Member Chris Belles
Commissioner Bill Gaughan
Commissioner Thom Welby
County Manager Romilda Crocamo
Council Member Lee Ann McDermott

ALSO, PRESENT: Stephen Mykulyn, Interim Director / Director of Engineering
BJ Teichman, Assistant Director
Chris Dalessandro, Director of Finance
Michelle Aigeldinger, Director of Human Resources
Attorney Don Frederickson, Lackawanna County Solicitor
Attorney Harry Skene, Luzerne County Solicitor
Tim McGinley, Luzerne County Controller
Kim Rose, Lackawanna County Deputy Controller

ABSENT: Commissioner Chris Chermak
Thomas Sokola, Luzerne County Deputy Controller
Reggie Mariani, Consultant Controller, Lackawanna County

ITEM 1

PUBLIC COMMENT:

(Chris Belles, Vice Chair)

Romilda Crocamo, Luzerne County Manager, apologized for the delay of the meeting as there was traffic on Interstate 81.

Scott Thomas, Director of Scranton Public Library, representing the Lackawanna County Library System and Michelle Reily, Director of Development and Community Relations Osterhout Public Library, representing Luzerne County Library system talked about Little Free Libraries. These are where you can drop books off for donation and pick books up to read. These boxes are distributed all over each county as well as other airports. They would like to have a free library box here at the airport. A local school will build the shelf, which the airport would approve of, and the libraries would come around every few weeks and make sure there are books available. This would be at no cost to the airport.

Steve Mykulyn, interim Director, appreciated the information and said someone will be appointed to look further into this and make sure it doesn't affect anything with our current vendors. We will get back to them once we are able to gather the information.

ITEM 2

APPROVAL OF THE MINUTES FROM APRIL 23, 2026 BOARD MEETING:

(Chris Belles, Vice Chair)

MOTION: To accept and approve the minutes of the April 23, 2026 Bi-County Airport Board Meeting minutes.

MOVED BY: Council Member Lee Ann McDermott

SECONDED: Commissioner Bill Gaughan

VOTE: Unanimous

ITEM 3

AIRPORT FINANCIAL REPORT:

(Chris Dalessandro, Director of Finance)

A. Financial Report:

(1) Revenue – Expense Report

As noted on the attached profit/loss statements, for the month of April 2026, Airport Operations had an income totaling \$218,225.52 compared to an income of \$177,003 in April 2025 which is a difference of \$41,222.

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Year to date, our profit is \$525,577 as compared to a profit in 2025 of \$419,740 a difference of \$105,837.

Invoices received since the last meeting for supplies and services totaling \$342,651.12 are presented on the attached sheets for review and approval of the Board. These invoices include major construction project costs of \$17,778.29.

(2) Project Invoices

The following Airport Capital Project Invoices and Applications for Payment have been received since the last Board Meeting and are recommended for payment.

MOTION: To accept and approve the above-mentioned transactions.
MOVED BY: County Manager Romilda
SECONDED: Commissioner Bill Gaughan
VOTE: Unanimous.

ITEM 4

ENGINEERING REPORT:

(Stephen Mykulyn, P.E., Director of Engineering)

A. Bid Award:

1. ACP 22-01 Terminal Expansion – Electrical Construction

On the Electrical Construction, the Board approved award in December 2025 to Joyce Electrical, Inc., Eynon, PA. However, their bid expired on February 26, 2026. Joyce Electrical was not able to hold their bid passed the bid expiration. Lacking a signed contract, they withdrew their bid. Our consultant, McFarland -Johnson contacted the second lowest responsible bidder, Urban Electrical Contractors, Inc. who verified they were willing to honor their bid proposal. McFarland reviewed the bid proposal and recommended award to Urban Electrical Contractors, Inc. in the amount of \$580,000.00.

We Recommend the Airport Board ratify the award of the Electrical Construction bid, to Urban Electrical Contractors, Inc. and authorize Airport Staff to make Federal and State applications for funding. Funding for this project will be sought from FAA IIJA-AIG & AIP, PennDOT – BOA funds and Airport PFC funds.

Commissioner Bill Gaughan asked why this happens. Steve Mykulyn responded that under PA law, an entity can only be required to hold their bids for 120 days. Unfortunately, we were not able to progress things along as we would have liked and the time went beyond the 120 days, so Joyce Electrical was not able to hold their bid. Commissioner Gaughan asked what the bid was. Steve responded \$431,000.

MOTION: To accept and approve the above-mentioned Bid Award.
MOVED BY: Council Member Lee Ann McDermott
SECONDED: County Manager Romilda Crocamo
VOTE: Unanimous

B. Contract Award:

1. ACP 22-01 Terminal Expansion – Electrical Construction

Recommend the Airport Board approve the contract between the Wilkes- Barre/Scranton International Airport and Urban Electrical Contractors, Inc., Dunmore, PA, for “Terminal Expansion – Electrical Construction” Project, pending FAA, PennDOT – Bureau of Aviation and solicitor’s concurrence. The total price for these services is \$580,000.00. Funding for this project will be sought from FAA IIJA-AIG & AIP, PennDOT – BOA funds and Airport PFC funds.

MOTION: To accept and approve the above-mentioned Contract Award.
MOVED BY: County Manager Romilda Crocamo
SECONDED: Council Member Lee Ann McDermott

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VOTE: Unanimous

C. Projects:

ACP 18-03

Taxiway B Extension (Runway 4 Approach End)

Design Services – McFarland-Johnson, Inc.

Construction Phase Services – McFarland-Johnson, Inc.

ATCT Access Road & Localizer Site Prep Contractor – JBS Dirt, Inc.

Taxiway B Extension Site Preparation Contractor – Leeward Construction, Inc.

Localizer Relocation Contractor – Joyce Electric, Inc.

Taxiway B Extension Paving and Lighting – Leeward Construction, Inc.

Construction Observation/Construction Administration Services – McFarland-Johnson, Inc.

On the Taxiway B Extension Site Preparation; No change in status, work on the project is substantially complete. We are coordinating with the Contractor and the Consultant to schedule remaining punch list work.

On the Localizer Relocation; no change in status, working with consultant on grant closeout.

On the Taxiway Paving and Lighting – No change in status, work on the project is substantially complete. We are coordinating with the Contractor and the Consultant to schedule remaining punch list work.

ACP 20-04

GA Hangar (Emergency Medical Response Facility)

Design Services - Borton-Lawson

PEMB Procurement – Rise Construction

General Construction – D & M Construction

Construction Observation/Construction Administration Services – Borton-Lawson

Work is complete, we are work to close out contracts.

ACP 22-01

Terminal Expansion – COVID Mitigation

Design Services – McFarland-Johnson, Inc.

General Construction – D & M Construction

Mechanical Prime – Scranton Electric Heating and Cooling

Electrical Prime – Joyce Electric, Inc.

Plumbing Prime – Scranton Electric Heating and Cooling

The contract for Electrical Construction was submitted today for approval. The process of shop drawings and submittals will begin for this contract and continues for the previously approved contracts.

The FAA Infrastructure Investment and Jobs Act - Airport Terminals Program (IIJA-ATP) Grant announcements were recently made. Wilkes-Barre/Scranton International Airport was awarded \$3M for the project. This project dedicated funding (as we have indicated previously) frees up other funding that we had scheduled for this project to use on other work. As a result, we are reworking our funding plans and will also complete the process of making final submission for grants for the project. We expect the submissions and approvals along with the grant approval to take several months and we expect to give Notice to Proceed on the construction in September.

ITEM 5

PERSONNEL:

(Michelle Aigeldinger, Director of Human Resources)

A. Appointment:

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1. Request the Airport Board approve the appointment of Bryan Cadwalder, Old Forge, PA to Maintenance 1 effective June 8, 2026.

MOTION: To accept and approve the above-mentioned appointment.
MOVED BY: Commissioner Thom Welby
SECONDED: County Manager Romilda Crocamo
VOTE: Unanimous

2. Request the Airport Board approve the appointment of Jonathan Crawn, Dupont, PA to Maintenance 1 effective June 8, 2026.

MOTION: To accept and approve the above-mentioned appointment.
MOVED BY: County Manager Romilda Crocamo
SECONDED: Council Member Lee Ann McDermott
VOTE: Unanimous

ITEM 6

AIR SERVICE REPORT:

(Beth Coslett, Air Service Development)

A. Passenger Activity:

As noted on the attached "Airport Quick Look" charts, passenger enplanements for the month of April 2026 decreased 4.05% to 21,643 from 22,556 in the month of April 2025.

In April 2026, 4 departing flights were cancelled, all for weather. This accounts for 216 seats (.76%) out of a total of 28,415 departure seats. Also, 6 arriving flights were cancelled, 4 for weather; 2 for ATC in ORD.

B. General Aviation Operations:

For April 2026, General Aviation had 1,610 operations (one take-off or one landing) which is an increase of 23.9% from April 2025, General Aviation Operations.

General Aviation revenues increased \$8,825.30 or 70.8% to \$21,291.50.

ITEM 7

OTHER MATTERS:

*(BJ Teichman, Assistant Director
& Dana Monahan, Marketing & Communications)*

A. Airport Tours:

Three airport tours were given in May. Commonwealth Charter Academy, Carbondale High School & Marywood University were here to learn more about operations & careers in aviation.

B. Air Power History Tour:

June 17-21, 2026 AVP will host the Commemorative Air Force History Tour from 9:00 AM to 5:00 PM.

C. Check Presentation:

The Second Brigade MC Chapter V presented the Blue Star mothers of NEPA with a donation towards purchasing items for AVP's Military Appreciation Room. The Military Appreciation Room is for active and retired members of the military, and their families, to rest and spend time together before their flight.

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D. Ambassador Recognition:

AVP is proud to acknowledge that we have seven (7) ambassadors that are celebrating 20 years of service this month.

They are:

- Bette Lou Brundage, Moscow, PA
- John Brundage, Moscow, PA
- Carol Fisher, Scranton, PA
- Tom Kisthart, Scranton, PA
- Marie Robson, Clarks Summit, PA
- Ron Skamanich, Duryea, PA
- Rita Skechus, Duryea, PA

ITEM 9

ADJOURNMENT:

(Chris Belles, Vice Chair)

MOTION: Vice Chair, Chris Belles made a motion to adjourn the meeting.
SECONDED: Council Member Lee Ann McDermott
VOTE: Unanimous.

The meeting was adjourned at 11:09 A.M.