

**WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT
BOARD MEETING
June 26, 2025**

The scheduled monthly meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Thursday, June 26, 2025 in the Barry J. Centini Conference Room. The meeting was called to order at 9:00 A.M. with Council Member Lee Ann McDermott presiding.

PRESENT: Council Member Lee Ann McDermott
County Manager Romilda Crocamo
Commissioner Chris Chermak
Commissioner Bill Gaughan

ALSO, PRESENT: Carl R. Beardsley, Jr., Executive Director
Stephen Mykulyn, 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 Michael Butera, Luzerne County Solicitor
Walter Griffith, Jr., Luzerne County Controller

ABSENT: Council Member Greg Wolovich
Reggie Mariani, Lackawanna County Chief Internal Auditor
Thomas Sokola, Luzerne County Deputy Controller

ITEM 1

PUBLIC COMMENT:

(Lee Ann McDermott, Chair)

Bill O'Boyle as why the start of the meeting was delayed. LeeAnn McDermott, Board Chair explained that our Executive Session ran longer than expected. Attorney Donald Frederickson responded that without going into details, there were a number of security and personnel issues that needed to be discussed. Bill stated that "The District Attorney was here for that" in which Atty. Frederickson replied "He was here for part of it". Mr. O'Boyle then stated "Isn't it protocol to call the meeting to order and then recess the executive session and tell why?" Atty. Frederickson replied "No, not for us it isn't." Mr. O'Boyle stated that he was going to check that out with their attorneys. In turn, Atty. Frederickson stated "You can do so".

County Controller Walter Griffith made a comment regarding the passing of George Bieber and that he was a pleasure to work with and wanted to send his condolences out to the family.

Mr. Griffith also mentioned the parking increase and how he would like the board to take a proactive approach and consider applying that to the LEO program. He stated that it has been two (2) years that Luzerne County has been paying for the program with the airport contributing \$5000.00 per month but he would like to see a bi-partnership between the counties to offset the difference. He appreciates everyone continuing to work on that and is looking forward to an agreement.

ITEM 2

APPROVAL OF THE MINUTES FROM MAY 29, 2025 BOARD MEETING:

(Lee Ann McDermott, Chair)

MOTION: To accept and approve the minutes of the May 29, 2025 Bi-County Airport Board Meeting minutes.

MOVED BY: County Manager Romilda Crocamo

SECONDED: Commissioner Bill Gaughan

VOTE: Unanimous.

ITEM 3

AIRPORT FINANCIAL REPORT:

(Chris Dalessandro, Director of Finance)

A. **Financial Report:**

(1) **Revenue – Expense Report**

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As noted on the attached profit/loss statements, for the month of May 2025, Airport Operations had an income totaling \$198,715 compared to an income of \$116,824 in May 2024 which is a difference of \$81,891.

Year to date, our profit is \$615,906 as compared to a loss in 2024 of \$71,866 a difference of \$687,772.

Invoices received since the last meeting for supplies and services totaling \$852,788 are presented on the attached sheets for review and approval of the Board. These invoices include major construction project costs of \$443,798.

(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: Request the Airport Board approve the above transactions and payments as indicated.
MOVED BY: Commissioner Chris Chermak
SECONDED BY: County Manager Romilda Crocamo
VOTE: Unanimous.

ITEM 4
ENGINEERING REPORT
(Stephen Mykulyn, P.E., Director of Engineering)

A. Change Directive

ACP 18-03 Taxiway B Extension Site Preparation
Change Directive No. 2

Recommend the Airport Board Approve Change Directive No. 2 to our Taxiway B Extension Site Preparation Contract with Leeward Construction, Inc. This directive authorizes the Contractor to proceed with the Replacement of a Slide Canal Gate in a spill prevention manhole on the project. The original gate provided did not fit the precast man hole due to manufacturing inconsistencies with the drainage structure. The cost of the work is \$11,458.34 and is anticipated to be offset by deducts in as-built quantities on other items in the contract in the final close-out change order.

We request that the Board approve this change directive.

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

B. Bid Award

ACP 25-03 Gate 5 Passenger Boarding Bridge Cabling
Replacement

Bids for Construction of the "Gate 5 Passenger Boarding Bridge Cabling Replacement" Project were opened on Friday, June 20, 2025 at 2:00 P.M. in the Airport Board Room by Administration and Luzerne County Deputy Controller, Thomas Sokola. One bid package was received and opened. After review and tabulation of the bid, the Design Consultant for the project, C&S Engineers, provided a recommendation as to award. C&S recommended award of the Contract in the amount of \$28,560.00 to the low bidder, Symbrant Aviation Services, Farmingdale, NY.

Recommend the Airport Board award the Project to Symbrant Aviation Services, and authorize Airport Staff to prepare a contract, pending solicitor's concurrence. This project is 100% airport funds.

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We request that the Board approve this bid award.

MOTION:	To accept and approve Authorization to Bid.
MOVED BY:	Commissioner Chris Chermak
SECONDED:	County Manager Romilda Crocamo
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 Localizer Critical Area Site Preparation and ATCT Access Road construction; no change in status, working with consultant on grant closeouts.

On the Taxiway B Extension Site Preparation; Work on the contract has resumed and is expected to be completed along with the Paving and Lighting Contract.

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

On the Taxiway Paving and Lighting – Work on the Contract is well underway. Portions of the new taxiway in the embankment area have been prepared up to the subbase layer and work on preparing the subgrade in the tie-in areas from the existing pavement is underway. We have been closing the Runway in off-peak hours overnight. Some unsuitable material has been encountered and will result in additional off-peak overnight closures. Work on lighting and signage cabling is underway as well as work on pavement base drains. We continue to meet with the Consultant, the Contractor Air Traffic Control and Operations and the FAA to coordinate work and review progress on the project.

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

No change in status. We are working on contract and grant closeout.

ACP 22-01

Terminal Expansion – COVID Mitigation

Design Services – McFarland-Johnson, Inc.

We received news that we would receive funding from the State for more than \$6M for the project and also received approval on our Passenger Facility Charge plan which will also fund in part the project. We are working with the Consultant to make the final adjustments to the plans before going out to bid. We continue to seek opportunities to fund the project that would then free up currently scheduled funds for other projects.

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ACP 22-02

HVAC System Replacement – Joseph M. McDade Terminal Building
Design Services – C&S Engineers
General & Mechanical Prime – Scranton Electric Heating and Cooling
Electrical Prime – Everon Electrical Contractors
Construction Observation/Construction Administration Services – C&S Engineers

Work on the project is complete. We are working with the consultant and the contractors on contract and grant closeouts.

ITEM 5

PERSONNEL:

(Michelle Aigeldinger, Director of Human Resources)

A. Recognitions:

1. We would like to recognize the following employees for their dedicated service to AVP:

- Steve Mykulyn - 15 years of service
- Brian Sukowaski - 30 years of service

The Board thanked both Steve and Brian for the dedication and service to the Airport.

ITEM 6

DIRECTORS REPORT:

(Carl R. Beardsley, Jr., Executive Director)

A. Passenger Activity:

As noted on the attached “Airport Quick Look” charts, passenger enplanements for the month of May 2025 increased 14.4% to 22,282 from 18,608 in the month of May 2024.

In May 2025, 5 departing flights were cancelled, all for weather. This accounts for 380 (1.8%) out of a total of 21,662 departure seats. Also, 8 arriving flights were cancelled, 7 for weather and 1 for IT issues.

B. General Aviation Operations:

For May 2025, General Aviation had 1155 operations (one take-off or one landing) which is a decrease of 24.4% from May 2024, General Aviation Operations.

General Aviation revenues decreased \$3,344.38 or 15% to \$18,773.03.

ITEM 7

OTHER MATTERS

(Carl R. Beardsley, Jr., Executive Director)

A. Parking Rate Increase:

We ask that the Airport Board accept the proposed rate changes to the daily parking fees effective August 1, 2025.

Commissioner Gaughan asked how much revenue is projected from the parking increase. Chris Dalessandro, Director of Finance, stated that if everything stays as it is, we are anticipating \$240,000.00. This does not all go to the airport as we have a revenue sharing agreement with the airlines.

MOTION: To accept and approve the parking rate increase.
MOVED BY: County Manager Romilda Crocamo

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SECONDED: Commissioner Chris Chermak
VOTE: Unanimous.

B. In Memoriam:

It is with heavy hearts we remember George Bieber, former Director of Public Safety, who passed away Friday June 20, 2025.

A moment of silence was given to remember George.

Board Chair, LeeAnn McDermott thanked Senator Flynn and, asked if we can give an update on the grants the Airport has received. Steve Mykulyn, Director of Engineering, explained that the airport expansion is projected to be \$18.3 million so the \$6.2 million grant will go a long way towards this project.

Commissioner Gaughan wanted the solicitors to follow up on Mr. O'Boyles comment regarding the Executive Session to make sure the rules are being followed up on. He was under the impression that we can talk personnel matters and sensitive issues but can general matters be discussed. Atty. Frederickson stated that the Board has executive authority to meet with department heads to discuss issues. When meeting legislatively, as we are doing here, that has to be in public under the Sunshine Act. Bill O'Boyle asked if District Attorney Sanguedolce was a department head. Atty. Frederickson replied "No, but Carl (Beardsley) is."

ITEM 9

ADJOURNMENT:

(Lee Ann McDermott, Chair)

MOTION: Chair, Lee Ann McDermott made a motion to adjourn the meeting.
MOVED BY: Councilmember Greg Wolovich
SECONDED BY: County Manager Romilda Crocamo
VOTE: Unanimous.

The meeting was adjourned at 9:54 A.M.