

**WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT
BOARD MEETING
SEPTEMBER 24, 2026**

The scheduled monthly meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Managers was held Thursday, September 24, 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
J. Christopher Munley, Esq.

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: Thomas Sokola, Luzerne County Deputy Controller

ITEM 1

PUBLIC COMMENT:

(Chris Belles, Vice Chair)

None.

ITEM 2

APPROVAL OF THE MINUTES FROM AUGUST 27, 2026 BOARD MEETING:

(Chris Belles, Vice Chair)

MOTION: To accept and approve the minutes of the August 27, 2026 Bi-County Airport Board Meeting minutes.

MOVED BY: J. Christopher Munley, Esq.

SECONDED: County Manager Romilda Crocamo

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 August 2026, Airport Operations had an income totaling \$274,705 compared to an income of \$215,484 in August 2025 which is a difference of \$57,221.

Year to date, our profit is \$1,484,383 as compared to a profit in 2025 of \$1,316,431 a difference of \$177,952.

Invoices received since the last meeting for supplies and services totaling \$344,921.93 are presented on the attached sheets for review and approval of the Board. These invoices include major construction project costs of \$112,548.33.

Airport administration also recommends a PFC transfer of \$1,810.60 associated with the terminal expansion project 22-01.

MOTION: To accept and approve the above-mentioned transactions.

MOVED BY: Commissioner Bill Gaughan

SECONDED: J. Christopher Munley, Esq.

VOTE: Unanimous.

ITEM 4

ENGINEERING REPORT

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

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A. 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; Final Punchlist items have been completed and the Consultant is working with the Contractor on closeout documentation and final ‘close-out’ change order and final payment in preparation for grant closeout.

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. Work on some punchlist items has been completed and we are coordinating with the Contractor and the Consultant to schedule the remaining work and we are working on preparing the grant closeout.

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 continue to 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 – Urban Electrical Contractors, Inc.

Plumbing Prime – Scranton Electric Heating and Cooling

Pre-construction meetings have been held and shop drawings, submittals and schedules continue to be reviewed ahead of the start of construction. Coordination of TSA submission for temporarily amended security conditions during construction is underway. Necessary security badging continues. The FAA IJA-ATP and AIG grants as well as PennDOT-BOA Capital grant have all been received and accepted. Notice to proceed will be contingent on TSA amendment approval.

ACP 24-01

Rehabilitate Airline Apron

Design Services – McFarland-Johnson, Inc.

Site survey work is being completed and Design is expected to be completed and construction bid documents ready for bidding early in 2027.

ITEM 5

PERSONNEL:

(Michelle Aigeldinger, Director, Human Resources)

A. Recognitions:

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AVP would like to recognize the following employees for their hard work and dedication which in turn makes the airport a success.

- Jodi Sibio 10 Years of service; August 29, 2026
- Heather Forman 5 years of service; September 7, 2026

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 August 2026 increased 5.8% to 24,156 from 22,835 in the month of August 2025.

In May 2026, 6 departing flights were cancelled, all for weather. This accounts for 417 seats (1.7%) out of a total of 28,594 departure seats. Also, 5 arriving flights were cancelled, all for weather.

B. General Aviation Operations:

For May 2026, General Aviation had 1,556 operations (one take-off or one landing) which is an increase of 3.1% from August 2025, General Aviation Operations.

General Aviation revenues decreased \$7,527.23 or 59.1% to \$20,248.48.

ITEM 7

CONTRACT / AUTHORIZATIONS / AGREEMENTS:

(Stephen Mykulyn, Interim Executive Director)

A. Fly Gateway:

Recommend the Airport Board approve the Lease Agreement between the Wilkes-Barre/Scranton International Airport and Fly Gateway. This agreement is for classroom rental space to begin on October 1, 2026 through December 31, 2026 with the option of two 1-year renewals.

MOTION: To accept and approve the agreement with Fly Gateway.
MOVED BY: County Manager Romild Crocamo
SECONDED: J. Christopher Munley, Esq.
VOTE: Unanimous.

B. Cooperative Service Agreement:

Recommend the Airport Board approve the Cooperative Service Agreement between the Wilkes-Barre/Scranton International Airport (AVP) and United State Department of Agriculture Animal and Plant Health Inspection Service (APHIS) Wildlife Service (WS) for Wildlife Management Service and training as defined in the Work Plan of the attached agreement.

This agreement for professional services has a one-year term and is provided for an amount not to exceed \$27,000.00, to be billed quarterly.

MOTION: To accept and approve the agreement with Fly Gateway.
MOVED BY: Council Member Lee Ann McDermott
SECONDED: Commissioner Bill Gaughan
VOTE: Unanimous.

ITEM 8

ADJOURNMENT:

(Chris Belles, Vice Chair)

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Before adjournment, Council Member, Chris Belles, Vice Chair made a statement regarding the nationwide search for a new Executive Director. A candidate was chosen; however, the Board was unable to come to terms in negotiating the contract so the candidate did withdraw his application to be considered. It's important to understand that the Airport is under strong stable leadership and thanked everyone for all the hard work they are doing. The Board is remaining dedicated to making sure the best leader for the airport is selected. No other information will be given at this time as it is a personnel matter.

MOTION:	Vice Chair, Chris Belles made a motion to adjourn the meeting.
MOVED BY:	J. Christopher Munley, Esq.
SECONDED:	County Manager Romilda Crocamo
VOTE:	Unanimous.

The meeting was adjourned at 10:48 A.M.