

**WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT
BOARD MEETING
SEPTEMBER 25, 2025**

The scheduled monthly meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Thursday, September 25, 2025 in the Barry J. Centini Conference Room. The meeting was called to order at 10:30 A.M. with Council Member Lee Ann McDermott presiding.

PRESENT: Council Member Lee Ann McDermott
Commissioner Chris Chermak
Commissioner Bill Gaughan
Council Member Greg Wolovich
County Manager Romilda Crocamo (via conference call)

ALSO, PRESENT: Carl R. Beardsley, Jr., Executive Director
Stephen Mykulyk, 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
Thomas Sokola, Luzerne County Deputy Controller

ABSENT: Reggie Mariani, Consultant Lackawanna County
Walter Griffith, Jr., Luzerne County Controller

ITEM 1

PUBLIC COMMENT:

(Lee Ann McDermott, Chair)

Board Chair, Lee Ann McDermott, asked everyone to remain standing after the pledge for a moment of silence for all the violence that has occurred recently with the 3 detectives who were killed, the ICE officers attacked as well as for Charlie Kirk.

ITEM 2

APPROVAL OF THE MINUTES FROM SEPTEMBER 5, 2025 BOARD MEETING:

(Lee Ann McDermott, Chair)

MOTION: To accept and approve the minutes of the September 5, 2025 Bi-County Airport Board Meeting minutes.
MOVED BY: Council Member Greg Wolovich
SECONDED: Commissioner Bill Gaughan
VOTE: Four I's with 1 abstention.

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 2025, Airport Operations had an income totaling **\$216,484** compared to income of **\$131,218** in August 2024 which is a difference of **\$84,266**.

Year to date, our profit is **\$1,686,788** as compared to a profit in 2024 of **\$114,092** a difference of **\$1,572,696**.

Invoices received since the last meeting for supplies and services totaling **\$2,415,726.83** are presented on the attached sheets for review and approval of the Board. These invoices include major construction project costs of **\$2,118,239.93**.

(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: Commissioner Chris Chermak

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SECONDED: Councilmember Greg Wolovich
VOTE: Unanimous.

ITEM 4

ENGINEERING REPORT

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

A. Change Order:

ACP 18-03 Taxiway B Extension to the Runway 4 Approach End -
Paving and Lighting Contract

Change Order No. 1

Recommend the Airport Board Approve Change Order No. 1 increasing our Contract with Leeward Construction, \$67,913.42 from \$6,691,500.00 to \$6,759,413.42, subject to solicitor's concurrence.

This change order is necessary to repair deteriorated pavement on the main runway. Airport Operations has been tracking pavement deterioration along the main runway center-line that has been progressively worsening. Work on the Taxiway Extension Project afforded an opportunity to take advantage of a contractor currently under contract and mobilized at the Airport to complete the needed repairs and assure aircraft safety in the future.

We request that the Board approve this change order.

MOTION: To accept and approve the above-mentioned change order.
MOVED BY: Council Member Greg Wolovich
SECONDED: Commissioner Bill Gaughan
VOTE: Unanimous.

B. 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; Work on borrow area and haul route restoration is being completed and work on final preparation of the new access road is underway. The contract continues 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 continues. At the end of last week, the Taxiway B-2 intersection was reopened, restoring original back-taxi operations, until the project is complete. Work on the subgrade and stone subbase in the Taxiway A-1 tie-in area is being completed with paving expected in this area in two weeks. Work on signs, lights and grading continues in the Taxiway Extension, Taxiway B-1 and A-1 areas. 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. Project substantial completion is expected at the end of October.

ACP 20-04

GA Hangar (Emergency Medical Response Facility)

Design Services - Borton-Lawson

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PEMB Procurement – Rise Construction
General Construction – D & M Construction
Construction Observation/Construction Administration Services –
Borton-Lawson

We continue to work with the Consultant and the Contractors to complete the work on the Crane Beam in the Hangar Bay, in order to close out the contracts.

ACP 22-01

Terminal Expansion – COVID Mitigation
Design Services – McFarland-Johnson, Inc.

We continue to work with the Consultant on final adjustments to the plans and bid package ahead of public advertisement which is anticipated in early October. We will continue to seek opportunities to fund the project that would then free up currently scheduled funds for other projects.

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. Appointment:

1. Request the Airport Board appoint Kyle Loftus, Nanticoke, PA to the position of Maintenance 2 effective upon confirmation of airport clearances, which includes a physical.

We will repost the Maintenance 2 position again as we are still in need of one more person.

MOTION: To accept and approve the above-mentioned appointment.
MOVED BY: Council Member Greg Wolovich
SECONDED: Commissioner Bill Gaughan
VOTE: Unanimous.

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 August 2025 decreased 3.5% to 22,653 from 23,451 in the month of August 2024.

In August 2025, 6 departing flights were cancelled, 6 for weather/ATC. This accounts for 371 (1.4%) out of a total of 26,221 departure seats. Also, 7 arriving flights were cancelled, all for weather/ATC.

B. General Aviation Operations:

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For August 2025, General Aviation had 1605 operations (one take-off or one landing) which is a decrease of 35.8% from August 2024, General Aviation Operations.

General Aviation revenues increased \$74.52 or .4% to \$18,966.80.

ITEM 7

CONTRACTS / AUTHORIZATIONS

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

A. AirBadge, LLC:

Recommend the Airport Board approve the Agreement between the Wilkes-Barre/Scranton International Airport and AirBadge, LLC effective October 1, 2025.

MOTION: To accept and approve the above-mentioned agreement.
MOVED BY: Commissioner Chris Chermak
SECONDED: Council Member Greg Wolovich
VOTE: Unanimous.

Commissioner Gaughan asked for a brief description of what this agreement is for. BJ Teichman, Assistant Director replied, "AirBadge will help eliminate most if not all of the paperwork required making the steps more electronic. Background checks and fingerprints will still be completed, just without all of the stacks of paperwork. It is a 5-year contract at \$33,600 per year, however, if the badge count goes down, so does the price."

ITEM 8

OTHER MATTERS

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

A. Lithuanian Coalition & PA Drone Association:

The Lithuanian Coalition and PA Drone Association held an event here at the Airport on Monday September 22, 2025. Delegates and Dignitaries from other Countries were in attendance.

ITEM 9

ADJOURNMENT:

(Lee Ann McDermott, Chair)

MOTION: Chair, Lee Ann McDermott made a motion to adjourn the meeting.
MOVED BY: Council Member Greg Wolovich
SECONDED: Commissioner Bill Gaughan
VOTE: Unanimous.

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