

**WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT
BOARD MEETING
SEPTEMBER 5, 2025**

The scheduled monthly meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Thursday, September 5, 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

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
Thomas Sokola, Luzerne County Deputy Controller

ABSENT: County Manager Romilda Crocamo
Reggie Mariani, Lackawanna County Chief Internal Auditor
Walter Griffith, Jr., Luzerne County Controller

ITEM 1

PUBLIC COMMENT:

(Lee Ann McDermott, Chair)

None.

ITEM 2

APPROVAL OF THE MINUTES FROM JULY 24, 2025 BOARD MEETING:

(Lee Ann McDermott, Chair)

MOTION: To accept and approve the minutes of the July 24, 2025 Bi-County Airport Board Meeting minutes.

MOVED BY: Council Member Greg Wolovich

SECONDED: Commissioner Chris Chermak

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 July 2025, Airport Operations had an income totaling **\$260,043** compared to income of **\$24,103** in July 2024 which is a difference of **\$235,940**.

Year to date, our profit is **\$1,099,230** as compared to a loss in 2024 of **\$17,119** a difference of **\$1,116,349**.

Invoices received since the last meeting for supplies and services totaling **\$1,992,666.34** are presented on the attached sheets for review and approval of the Board. These invoices include major construction project costs of **\$1,610,224.88**.

Recommend the Airport Board approve the PFC transfer for project 18-03 in the amount of **\$59,123.27** and **\$7,093.10** for project 24-02 application for a total of **\$66,216.37**.

(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.

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MOTION: To accept and approve the above-mentioned transactions and PFC transfer.
MOVED BY: Commissioner Bill Gaughan
SECONDED: Councilmember Greg Wolovich
VOTE: Unanimous.

ITEM 4

ENGINEERING REPORT

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

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; Work on 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. Work on the subgrade and stone subbase in all areas with the exception of the new Taxiway A-1 was completed and bituminous pavements over all those areas are expected to be completed today. We continue to close the Main Runway in off-peak hours overnight to now complete sign, lighting and infield grading work in those areas. Work on signs, lights and grading continues in the non- runway safety areas during regular dayshift operations. Pavement marking is anticipated in the next two weeks ahead of re-opening the B-2 intersection to reduce back-taxi operations until the project is complete. 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

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. We have received grants for the design and are making submission for reimbursement. We will 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:

The Airport would like to recognize the following employees for their years of service and dedication to AVP:

1. Joseph Ruda, Avoca, PA, 10 years of service on August 8, 2025.
2. Michael Grzbowski, Jermyn, PA, 10 years of service on August 11, 2025.
3. Thomas Swinick, Dunmore, PA, 5 years of service on August 10, 2025.

The Board congratulated and thanked all the employees on their years of service.

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 July 2025 increased 10.3% to 22,835 from 20,706 in the month of July 2024.

In June 2025, 11 departing flights were cancelled, 10 for weather/ATC and 1 for driver. This accounts for 658 (2.5%) out of a total of 26,189 departure seats. Also, 7 arriving flights were cancelled, all for weather/ATC.

B. General Aviation Operations:

For July 2025, General Aviation had 1416 operations (one take-off or one landing) which is a decrease of 1.9% from July 2024, General Aviation Operations.

General Aviation revenues increased \$3,026.00 or 9.5% to \$31,845.09.

ITEM 7

CONTRACTS / AUTHORIZATIONS

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

A. Specialized Professional Services, INC.:

Recommend the Airport Board approve the Agreement between the Wilkes-Barre/Scranton International Airport and Specialized Professional Services for ARFF foam removal / replacement.

MOTION: To accept and approve the above agreement.
MOVED BY: Council Member Greg Wolovich

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SECONDED: Commissioner Bill Gaughan
VOTE: Unanimous.

Commissioner Gaughan asked for a brief description of what this agreement is for. BJ Teichman, Assistant Director replied, "This is the PFAS foam that needs to be eliminated due to its cancer-causing properties. This agreement covers the removal, cleaning / decontamination of the equipment and then the new replacement foam".

ITEM 7

OTHER MATTERS

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

A. United:

United is adding an additional daily flight to Chicago from September 2, 2025 through September 24, 2025.

B. Breeze:

Beginning today, September 5, 2025, Breeze will be adding a Breeze Thru flight that will start at AVP, drop off passengers going to Myrtle Beach, SC, then pick up additional passengers going from Myrtle Beach, SC, to Tampa, FL. The passengers from AVP going to Tampa will NOT depart the plane and the time in Myrtle Beach is expected to be only 40 minutes.

This Breeze Thru will continue until January 5, 2026.

In October there will be 4 flights to Tampa with Sunday and Thursday being nonstop and Monday and Friday being Breeze Thru flights.

C. RFP Request:

Recommend the Airport Board authorize the advertisement for qualifications for an Air Service Development consulting firm.

MOTION: To accept the advertisement of the Air Service RFQ.
MOVED BY: Commissioner Bill Gaughan
SECONDED: Councilmember Greg Wolovich
VOTE: Unanimous.

D. Accounting Policy:

Recommend the Airport Board approve the accounting policy change effective September 5, 2025.

MOTION: To accept and approve the accounting policy change.
MOVED BY: Councilmember Greg Wolovich
SECONDED: Commissioner Bill Gaughan
VOTE: Unanimous.

Commissioner Gaughan asked for an explanation of the change. Chris Dalessandro, Director of Finance, explained that this is a change in the threshold of the accounting policy from \$2,500.00 and 2 years expected life to \$10,000.00 and 2 years of expected life

ITEM 9

ADJOURNMENT:

(Lee Ann McDermott, Chair)

MOTION: Chair, Lee Ann McDermott made a motion to adjourn the meeting.
MOVED BY: Commissioner Chris Chermak
SECONDED: Commissioner Bill Gaughan
VOTE: Unanimous.

The meeting was adjourned at 10:51 A.M.