

**WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT  
BOARD MEETING  
MAY 23, 2022**

A regular meeting of the Wilkes-Barre/Scranton International Airport Joint Board of Control was held Monday, May 23, 2022 in person in the Barry J. Centini Conference Room. The meeting was called to order at 10:30 A.M. with Commissioner Chris Chermak presiding.

**PRESENT:** Commissioner Chris Chermak  
Commissioner Jerry Notarianni  
Councilwoman Lee Ann McDermott  
Councilman Timothy McGinley  
Interim County Manager Brian Swetz

**ALSO, PRESENT:** Carl R. Beardsley, Jr., Executive Director  
Gary Borthwick, Assistant Airport Director  
Stephen Mykulyn, Director of Engineering  
Attorney Don Frederickson, Lackawanna County Solicitor  
Walter Griffith, Luzerne County Controller  
Germaine Helcoski, Lackawanna County Deputy Controller

**ABSENT:** Commissioner Debi Domenick  
Attorney Michael Butera, Luzerne County Solicitor  
Reggie Mariani, Lackawanna County Chief Internal Auditor

**ITEM 1**

**PUBLIC COMMENTS:**  
*(Chris Chermak, Chair)*

**COMMENT:** None.

**ITEM 2**

**APPROVAL OF THE MINUTES FROM APRIL 28, 2022 BOARD MEETING:**  
*(Chris Chermak, Chair)*

**MOTION:** To accept and approve the minutes of the April 28, 2022 Bi-County Airport Board Meeting minutes.  
**MOVED BY:** Councilman Timothy McGinley  
**SECONDED:** Commissioner Jerry Notarianni  
**VOTE:** YES: Chermak; Notarianni; McDermott; McGinley;  
ABSTAIN: Swetz

**ITEM 3**

**AIRPORT FINANCIAL REPORT:**  
*(Gary Borthwick - Assistant Airport Director)*

(1) **Revenue - Expense Report .**

As noted on the attached profit/loss statements, for the month of April 2022 Airport Operations had a net gain totaling \$9,665 compared to a net loss of \$257,159 in April 2021 which is a difference of \$266,822. Year to date had a net loss of \$543,058 compared to a net loss of \$1,276,429 in 2021, which is a difference of \$733,371.

(2) **Project Invoices .**

Invoices received since the last meeting for supplies and services totaling \$374,492.90 are presented on the attached sheets for review and approval of the Board. These invoices include major construction project costs of \$63,365.35.



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**PERSONNEL - Cont'd...**

**SECONDED:** Councilwoman Lee Ann McDermott  
**VOTE:** Unanimous

**ITEM 5**

**ENGINEERING REPORT:**

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

**A. Contracts:**

**ACP 18-03, Taxiway B Extension (Runway 4 Approach End)**

Recommend the Airport Board approve the attached Amendment to the Non-Federal Reimbursable Agreement between the Department of Transportation - Federal Aviation Administration and Luzerne and Lackawanna Counties, Wilkes-Barre/Scranton International Airport, for FAA Construction/Installation Support, Flight Check and Equipment Procurement to Relocate the Runway 22 (IZK) Localizer at Wilkes-Barre/Scranton International Airport (AVP), Avoca, PA.

The purpose of this Amendment (AJW-FN-ESA-20-NE-3545-A1) is to add scope and cost to the existing agreement for addition of a new FAA access gate on the relocated Lidy Road. FAA Engineering Services will collaborate with Sponsor's national security contractor to design and install the new gate. FAA will perform design review of plans for the gate and development of a cost estimate development for FAA activities related to installation of the new gate.

The Airport anticipates a second amendment after design completion has established the cost of the work to be performed. Once that amendment is issued, grant application will be made through the FAA Bi-partisan Infrastructure Law (BIL) and PA DOT Bureau of Aviation. This FAA grant will cover 90% of the agreement costs with 5% State and 5% PFC funds covering the remaining portions. The agreement amount, for this phase, not to exceed \$55,363.56.

**MOTION:** To approve the amendment as presented.  
**MOVED BY:** Councilman Tim McGinley  
**SECONDED:** Councilwoman Lee Ann McDermott

**ON THE QUESTION :**

Mr. McGinley asked where Lidy Road is located; Mr. Mykulyn answered it is located in Dupont Borough and is the back entrance gate for the Air Traffic Control Tower, near Navy Way. Right now, the intersection is close to airport property on the westerly side of the runway and we will be relocating it to the easterly side.

**VOTE:** Unanimous

**B. Bid Award:**

**ACP 18-04 Rehabilitate Access Road (Terminal Drive)**

Bids for Construction of the "Rehabilitate Access Road (Terminal Drive)" Project were opened on Wednesday, May 18, 2022 at 2:00 P.M. in the Airport Board Room by Administration and Lackawanna County Deputy Controller,

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**ENGINEERING REPORT - Cont'd...**

Germaine Helcoski. A total of three bid packages were received and opened. Bid tabulation is provided below:

American Asphalt Paving Corporation	\$1,663,200.00
James T. O'Hara, Inc.	\$1,794,090.00
Linde Corporation	\$2,391,771.00

After review and tabulation of the bids, the Design Consultant for the project, KBA Engineering p.c., provided a recommendation as to award. KBA recommended award of the Contract in the amount of \$1,663,200.00 to the low bidder, American Asphalt Paving Corporation, Shavertown, PA (see attached recommendation). Bid tabulation is attached.

Recommend the Airport Board award the Project to American Asphalt Paving, and authorize Airport Staff to prepare a contract for approval at a future board meeting, pending solicitor's concurrence. This construction will be funded 100% through Passenger Facility Charges (PFCs).

**MOTION:** To award the contract to low bidder American Asphalt Paving Corporation.  
**MOVED BY:** Councilwoman Lee Ann McDermott  
**SECONDED:** Councilman Tim McGinley  
**VOTE:** Unanimous

**C. Projects:**

**ACP 17-14**

**Taxiway D (East) Rehabilitation**

Design Services - C&S Engineering  
Contractor - New Enterprise Sand and Limestone  
Construction Monitoring - C&S Engineering

Contract close out is nearly complete and we expect to have the final payment application for the June Board meeting after which we can complete grant closeout.

**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.

On the Localizer Critical Area Site Preparation and ATCT Access Road construction - Work continues in the access road corridor with delivery of the concrete box culvert for the stream crossing today and placement tomorrow. Further grading and drainage work continues in the Localizer Critical area.

On the Taxiway B Extension Site Preparation - we continue to wait for a grant offer from the FAA for the project.

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**ENGINEERING REPORT – Cont’d...**

Design work continues on the Localizer Relocation and we expect to bid that project before the end of the Summer.

**ACP 18-04**

**Rehabilitate Access Road (Terminal Drive)**

Design Services – KBA Engineering, p.c.

Bids on the roadway work on the project were opened and award was made at today’s meeting. We expect to have contracts for signature at the June Board meeting and can begin construction shortly thereafter.

**ACP 20-02**

**Bag Belt Rehabilitation**

Design Services - C&S Engineers

Construction - Symbrant Aviation Services

No change in status as we wait on the Contractor for project schedule.

**ACP 20-04**

**GA Hangar (Emergency Medical Response Facility)**

Design Services - Borton-Lawson

We continue to coordinate with the consultant on design parameters and expect to have the first set of preliminary documents for review this week.

**ACP 21-03**

**Overfill Protection and Pump Replacement, Aviation Fuel Farm**

Design Services – C&S Engineers

We are working to coordinate the additional site visits required to complete the plans for bidding. Once the site visit is made, we will coordinate dates for bidding.

**ITEM 6**

**DIRECTOR’S REPORT:**

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

Mr. Beardsley reported passenger boardings **increased 30%** in April 2022 when compared to April 2021. We also saw that in April 2022, the Airlines added 31% more seats to our inventory and our customers filled them. AVP’s load factors also **increased to 90%** in April 2022 (from 77.2% in April 2021).

**MOTION:** To approve the Director’s Report.  
**MOVED BY:** Councilman Tim McGinley  
**SECONDED:** Commissioner Jerry Notarianni  
**VOTE:** Unanimous

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**ITEM 7**

**OTHER MATTERS:**

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

**A. Johnson College**

Mr. Beardsley showed the Board the progress Johnson College is making with their new Airport Mechanic Program. They have installed a simulator and their classroom is coming along nicely.

**B. Flip It**

Flip It, a program discussed at previous meetings, has begun services here at AVP. This program allows passengers who may have mistakenly packed restricted articles in their carry-on luggage to mail those items back to themselves instead of surrendering them to TSA.

**C. TSA**

TSA recently held their annual press conference to discuss how the public can prepare for the busy summer travel season. Confiscated items were displayed and safety tips were discussed.

**ITEM 8**

**ADJOURNMENT:**

*(Chris Chermak, Chair)*

<b>MOTION:</b>	It is recommended to adjourn the meeting.
<b>MOVED BY:</b>	Councilman Timothy McGinley
<b>SECONDED:</b>	Councilwoman Lee Ann McDermott
<b>VOTE:</b>	Unanimous.

The meeting was adjourned at 10:54 AM.