

MINUTES OF
LANCASTER AIRPORT AUTHORITY

September 14, 2009

A meeting of the Lancaster Airport Authority was held in the Lancaster Airport Terminal on Monday, September 14, 2009. The planning session began at 3:30 p.m. and the business meeting began at 4:00 p.m. Mr. Russell Howell, Vice-Chairman, presided at the meetings and the following persons attended:

Lancaster Airport Authority

Chairman	Marvin Miller – Excused Absence
Vice-Chairman	Russell Howell
Secretary	James Cunningham
Treasurer	Gregory Sahd – Excused Absence
Asst. Secretary/Asst. Treasurer	Valerie Moul

Counsel – Craig Russell, Russell, Krafft & Gruber, Esq.

Others

Bill Lewis – Armstrong World Industries, Inc.
Chris Mejia – Transline Trucking
John Moeller – Lancaster Air Traffic Control Tower
Scott Wendling – ARM Group, Inc.

Lancaster Airport Authority Staff

David Eberly – Airport Director
Dolly Bankert – Accounting Director
Austin Beiler – Facilities Administrator
Cheryl Martin – Administrative Assistant

PUBLIC COMMENT

Mr. Howell began the planning meeting and thanked everyone for attending. He introduced members of the Authority and staff and recognized a quorum present. Mr. Howell then requested any public comments from the meeting attendees. No public comment was offered at this time, however, Mr. Howell encouraged anyone to get his attention throughout the meeting if desired.

PIB LOAN FOR HANGAR 9 ADDITIONAL BAYS

Mr. Eberly reported that the Lancaster Airport Authority has received a PIB Loan. The loan will pay for one-half of the project to complete the additional 2 bays for Hangar 9 which were originally planned, however, unable to complete due to limited funding at the time. This loan will pay for the local share and the other half will be provided by PennDOT – Bureau of Aviation. Some design adjustments will need to be made due to changes in the codes since the original building was erected. The loan is approximately 1.65% to be paid back within ten (10) years. Some final document changes must be updated prior to review and approval by the Board.

BRETHREN VILLAGE

Mr. Eberly distributed a packet of information provided by the Brethren Village regarding the land swap that has been under discussion for a while. As part of the agreement, they will cover all costs for land development. The swap consists of two (2) parcels. The buildable area affected is half as much as Brethren Village would be handing over to the Lancaster Airport Authority. Mr. Eberly was told to continue to move forward on the project. The land did not come from federal funds, however, the FAA must approve the land swap prior to final transfer.

ARMSTRONG WORLD INDUSTRIES SITE FILL

Mr. Eberly reported that the organizations that purchased an area previously owned by Armstrong World Industries in Lancaster City have approached him to bring clean fill to our current sites. Franklin & Marshall College, the EDC, and General Hospital have crushed buildings and moved fill to an area on the property and are looking for a place to dispose of most of the fill. The fill has been tested and approximately 45,000 square yards could be relocated to the Lancaster Airport fill sites. Tipping fees would apply and Mr. Eberly is working with them to set the cost for the material.

Scott Wendling of ARM, who is working on behalf of the property owners, presented test results showing that the fill proposed to be brought to the Airport has passed the most stringent requirements set by the DEP. Neighbors with wells will not be negatively affected by the fill and potential run-off by the fill. The project would take about 2 ½ weeks and it would take approximately 2,000 truck loads to transfer the material.

Mr. Eberly and Mr. Russell will continue to work with Mr. Wendling and the property owners and will report back to the Facilities Committee for the Board.

ADJOURNMENT

At this time, the Planning Session adjourned. A brief recess was held before the 4:00 meeting began.

PUBLIC COMMENT

Mr. Howell began the 4:00 business meeting and thanked everyone for attending. He introduced members of the Authority and staff and recognized a quorum present. Mr. Howell then requested any public comments from the meeting attendees. No public comment was offered at this time, however, Mr. Howell encouraged anyone to get his attention throughout the meeting if desired.

MINUTES OF LAST MEETING

Copies of the proposed minutes of the Lancaster Airport Authority Board meeting held on August 10, 2009, were distributed to all members of the Authority. Upon motion duly made, seconded, and unanimously approved, the minutes were approved as amended.

FINANCIAL REPORT

The monthly financial reports were distributed to all members for July 2009. The following outlines the financial report as of July 31, 2009.

**Treasurer's Summary Report
For Period Ending July 31, 2009
September 14, 2009**

<u>I. General Fund Account</u>	<u>July Actual</u>	<u>July Budget</u>	<u>YTD Actual</u>	<u>2009 Budget</u>
July Revenue	\$114,781.82			
July Budgeted Amount		\$137,984.92		
Total 2009 Budget:				\$1,561,185.00
YTD elapsed time:	58.3%			
YTD Revenue	50.5%		\$788,604.27	
July Expense	<u>\$89,689.94</u>			
July Budgeted Amount		\$84,344.89		
Total 2009 Budget:				\$1,184,661.56
YTD elapsed time:	58.3%			
YTD Expense:	52.2%		<u>\$618,841.22</u>	
Total Net Revenue for July	\$25,091.88			
Total Net Revenue YTD			\$169,763.05	
<u>II. Alliance Aviation Account</u>				
July Revenue	\$76,966.76			
July Budgeted Amount		\$56,845.33		
Total 2009 Budget:				\$2,085,519.00
YTD elapsed time:	58.3%			

YTD Revenue:	21.9%		\$456,675.18
July Expense		<u>\$37,422.68</u>	
July Budgeted Amount			\$29,408.68
Total 2009 Budget:			\$1,836,849.00
YTD elapsed time:	58.3%		
YTD Expense:	12.2%		<u>\$231,825.34</u>
Total Net Revenue for July:		\$39,544.08	
Total Net Revenue YTD			\$224,849.84
<u>Net Revenue: General Fund and Alliance Aviation:</u>			\$394,612.89

III. Grant-Funded Project Construction Account

Balance as of June 30, 2009			\$53,491.77
Grant Receipts:			
From Federal, State and/or County sources		\$309,479.17	
Plus: Line of Credit Drawdowns		\$0.00	
Total Grants & Drawdowns		\$309,479.17	
Total Funds Available			\$362,970.94
			-
Less Cash Disbursements for July 2009:			<u>\$327,696.44</u>
			\$35,274.50
Balance as of July 31, 2009:			

IV. Passenger Facility Charge Account

Current balance at July 31, 2009:	\$109,049.23
-----------------------------------	--------------

Treasurer's Summary Report
General Fund and Alliance Aviation Combined
For Period Ending July 31, 2009
September 14, 2009

I. General Fund & Alliance Aviation Accounts Combined

	<u>July Actual</u>	<u>July Budget</u>	<u>YTD Actual</u>	<u>2009 Budget</u>
July Revenue	\$191,748.58			
July Budgeted Amount:		\$167,393.60		
Total 2009 Budget:				\$2,193,704.00
YTD elapsed time:	58.3%			
YTD Revenue	56.8%		\$1,245,279.45	
July Expense	<u>\$127,112.62</u>			
July Budgeted Amount		\$113,753.57		
Total 2009 Budget:				\$1,568,510.56
YTD elapsed time:	58.3%			
YTD Expense:	54.2%		<u>\$850,666.56</u>	

Total Net Revenue for July	\$64,635.96	
Total Net Revenue YTD		\$394,612.89

Upon motion duly made, seconded, and unanimously approved, the financial report was approved subject to audit.

AIRPORT DIRECTOR'S REPORT

Mr. Eberly introduced Dolores Bankert. She joined the Lancaster Airport Authority staff on August 31, 2009 and will be taking over the financial oversight for the various accounting functions.

Mr. Eberly reported that the construction projects are progressing. The Runway 8 Safety Area project is in the final equipment checks for the project. The Taxiway Alpha project, funded through Stimulus funds, has been progressing nicely. The contractor started paving this week. The Taxiway Mike & November project on the northside is in the final approval stages with Manheim Township. At the next meeting with the Commissioners, several waivers will be requested for approval to finalize the grading permit.

PUBLIC COMMENT

Mr. Russell asked if any attendees had any additional comments or questions. The Lancaster Air Traffic Control Tower is a contract tower with the Federal Aviation Administration. Mr. Moeller reported that the Lancaster Tower was awarded the Tower of the Year award by the contract tower company. They were picked out of 40 facilities for the award. Congratulations were extended to Mr. Moeller and his staff for their achievement.

DATE FOR NEXT MEETING

The date for the next meeting was confirmed for Monday, October 12, 2009, with a planning session at 3:00 p.m. and the business meeting at 4:00 p.m. There being no further business to discuss, motion was duly made, seconded, unanimously approved, and the meeting was adjourned.

Respectfully submitted,

Cheryl L. Martin
Recording Secretary