

**MINUTES OF**  
**LANCASTER AIRPORT AUTHORITY**

**September 9, 2016**

A special meeting of the Lancaster Airport Authority was held in the Lancaster Airport Authority offices on Friday, September 9, 2016. Mr. Russell Howell, Vice-Chairman, presided at the meeting and the following persons attended:

Lancaster Airport Authority

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

Counsel – Aaron Zeamer, Esquire of Russell, Krafft & Gruber, LLP

Lancaster Airport Authority Staff

David Eberly – Airport Director  
Cheryl Martin – Finance Administrator

PUBLIC COMMENT

Mr. Howell began the 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 additional comments were offered. Mr. Howell encouraged anyone, however, to get his attention throughout the meeting if desired.

FEDERAL GRANT AGREEMENT – 39-16/CONSTRUCT TAXIWAY N, PHASE II

The Federal Aviation Administration provided a grant agreement to provide for the bidding and construction phase of the Taxiway N project. The FAA forwarded a grant agreement for 90% of costs for the project. The following resolution accepts the grant:

**Resolution No. 15 of 2016**  
**Federal Aviation Administration Grant Agreement**  
**AIP Project No. 3-42-0049-039-2016**

**WHEREAS**, the Federal Aviation Administration tendered to the Lancaster Airport Authority, Lancaster, Pennsylvania, a Grant Offer of Two Millions One Hundred Eighteen Thousand Four Hundred Fifteen Dollars (\$2,118,415) representing Ninety percent (90.0%) of all allowable project costs of the Construct Taxiway N, Phase II Project at the Lancaster Airport; and

**WHEREAS**, this Grant must be accepted in the manner provided in the terms and in accordance with the regulations incorporated in the Grant Agreement by reference.

**NOW THEREFORE BE IT RESOLVED** that the Lancaster Airport Authority does hereby accept the above-referenced Grant Offer No. 3-42-0049-039-2016 in the amount of Two Millions One Hundred Eighteen Thousand Four Hundred Fifteen Dollars (\$2,118,415) to be used for the Construct Taxiway N, Phase II Project at the Lancaster Airport; and

**ALSO BE IT RESOLVED** that the (Vice) Chairman of the Authority is hereby authorized to act as agent for the Lancaster Airport Authority to execute any and all necessary documents related to the aforementioned Grant Agreement; and

**ALSO BE IT RESOLVED** that the authorization of David F. Eberly, Jr., Airport Director, to act as agent to execute any and all other necessary documents including the grant application relating to the aforementioned Grant Offer, is hereby approved.

Upon motion duly made, seconded, and unanimously approved, the grant agreement was accepted and the resolution was approved. Signatures will be affixed to execute the document and returned to the FAA for final approval.

#### CONSTRUCT TAXIWAY N, PHASE II BID RESULTS

The Lancaster Airport Authority held a bid opening for the construction contract for the Construct Taxiway N project at the Lancaster Airport. The bid results have been reviewed and included as part of the FAA grant 39-16 project costs. The following resolution accepts the bid results:

**Resolution No. 16 of 2016  
Construct Taxiway N, Phase II Bid Results**

**WHEREAS**, the Lancaster Airport Authority held a bid opening for work to be performed for the Construction Taxiway N, Phase II Project at the Lancaster Airport, Lancaster, Pennsylvania; and,

**WHEREAS**, the Lancaster Airport Authority has reviewed the bid results and concur that H & K Group is the apparent low bidder for the Construct Taxiway N, Phase II project.

**NOW THEREFORE BE IT RESOLVED** that the Lancaster Airport Authority does hereby accept H & K Group as the low bidder for the Construct Taxiway N, Phase II project at the Lancaster Airport; and

**AND ALSO BE IT RESOLVED** that the authorization of the David F. Eberly, Jr., Airport Director, to act as agent to execute any and all necessary documents relating to the aforementioned contract, is hereby approved.

Upon motion duly made, seconded, and unanimously approved, the resolution was adopted and the bid results were accepted. The engineers will forward contract documents to the contractor for execution.

DELTA AIRPORT CONSULTANTS, INC. ENGINEERING AGREEMENT NO. 13

Delta Airport Consultants, Inc. submitted an engineering agreement, No. 13, to provide the bidding and construction phase of Construct Taxiway N project. The costs are included in the FAA grant agreement 3-42-0049-039-2016. The following resolution accepts the agreement and approves the resolution.

**Resolution No. 17 of 2016**  
**Delta Airport Consultants, Inc. Engineering Amendment No. 13**  
**Construct Taxiway N, Phase II Bidding and Construction Phase Services**

**WHEREAS**, the Lancaster Airport Authority desires to proceed with the Construct Taxiway N, Phase II project; and

**WHEREAS**, the projects must be constructed in accordance with Federal Aviation Administration design standards and requirements; and

**WHEREAS**, Delta Airport Consultants, Inc. has tendered to the Lancaster Airport Authority, Lancaster, Pennsylvania, Engineering Agreement Amendment No. 13 – Construct Taxiway N for bidding and construction phase services for the Lancaster Airport.

**NOW THEREFORE BE IT RESOLVED** that Lancaster Airport Authority does hereby approve the Engineering Agreement Amendment No. 13 for bidding and construction phase services for the Construct Taxiway N, Phase II Project at the Lancaster Airport; and

**ALSO BE IT RESOLVED** that the authorization of David F. Eberly, Jr., Airport Director, to act as agent to execute any and all necessary documents relating to the aforementioned amendment agreement is hereby approved.

Upon motion duly made, seconded, and unanimously approved, the agreement was accepted and the resolution was approved. Signatures will be affixed to fully execute the document and start the project.

STORMWATER MANAGEMENT AGREEMENT AND DECLARATION OF EASEMENT

As part of the Taxiway N project, a stormwater area must be constructed. Manheim Township requires that a stormwater area be constructed and an agreement for the care and maintenance be executed. The following resolution approves the agreement:

**Resolution No. 18 of 2016  
Manheim Township Stormwater Management Agreement  
and Declaration Easement**

**WHEREAS**, Manheim Township has presented a Stormwater Management Agreement and Declaration Easement tendered to the Lancaster Airport Authority, Lancaster, Pennsylvania, for the stormwater detention basin as part of the Construct Taxiway N Project;

**NOW THEREFORE BE IT RESOLVED** that the Lancaster Airport Authority does hereby approve the Stormwater Management Agreement and Declaration of Easement for the stormwater detention basin as part of the Construct Taxiway N Project; and

**ALSO BE IT RESOLVED** that the (Vice) Chairman and (Assistant) Secretary of the Authority are hereby authorized to act as agents for the Lancaster Airport Authority to execute any and all necessary documents related to the aforementioned easement agreement; and

**ALSO BE IT RESOLVED** that the authorization of David F. Eberly, Jr., Airport Director, to act as agent to execute any and all necessary documents relating to the aforementioned agreement, is hereby approved; and

**ALSO BE IT RESOLVED** a copy of the Agreement and the form of acceptance hereinbefore mentioned, is attached hereto and made a part of this Resolution.

Upon motion duly made, seconded, and unanimously approved, the resolution was adopted and the agreement was approved. The partially executed document will be forwarded for full executed by Manheim Township.

JIMMY AIR UPDATE/RECOMMENDATION

Jimmy Air MRO has provided an offer to be released from the remainder of the lease agreement and vacate the premises. After some discussion, the Board requested that Mr. Eberly and Mr. Russell continue to work with representatives of Jimmy Air to exercise options available in the lease and be able to take possession of the facility.

### ESSENTIAL AIR SERVICE

The Lancaster Airport Authority has been formally served a Termination letter with a response required by September 28. Mr. Eberly and Mr. Russell have been directed to prepare a response with hopes to have a draft ready for the next Board meeting.

### PUBLIC COMMENT

Mr. Howell asked if any attendees had any additional comments or questions. No additional comments were received at this time.

### DATE FOR NEXT MEETING

The date for the next regularly scheduled meeting is Monday, September 19, 2016 with a planning session scheduled to start at 3:00 p.m. and the business meeting at 4:00 p.m. in the Administrative Office conference room. There being no further business to discuss, motion was duly made, seconded, unanimously approved, and the meeting was adjourned.

Respectfully submitted,

Cheryl Martin  
Recording Secretary