

**THE ZELIENOPE AIRPORT AUTHORITY**  
**REGULAR MONTHLY MEETING, WEDNESDAY, APRIL 17, 2024 7 PM**  
via **ZOOM**

**ZOOM LINK:**

<https://zoom.us/j/96201780337?pwd=bUxwbHAwREtoREMyR0xJeFoveUF2Zz09>

**MEETING AGENDA**

1. Call to Order and Pledge of Allegiance.
2. Approval of Minutes of Previous Meeting(s):  
Board Discussion. Motion(s)—Approve/Table/Disapprove.
3. Financial Statements Offered for Review: Citizen Comments and Questions  
Board Discussion. Motion(s)—Approve/Table/Disapprove.
4. Bill List Offered for Review: Citizen Comments and Questions.  
Board Discussion. Motion(s)—Approve/Table/Disapprove.

5. OLD BUSINESS

Pending Right to Know Requests (if any): NONE .

Other: \_\_\_\_\_

6. NEW BUSINESS

A. Right-to-Know Requests: None

B. Manager's Report

- Update on construction
- Update on finances
- Update on leases, master tenants, and sub-tenants
- Update on user, neighbor, and citizen inquiries

--Other: \_\_\_\_\_

Update on PJC/NOTAMs.

### C. Solicitor's Report

--Zoom Meetings--Continuation of Zoom or other videoconferencing meetings rather than in person meetings: Pennsylvania Department of Community and Economic Development has confirmed via email from Sonya L. Schuck of DCED to the Solicitor that ZAA may continue holding its meetings via Zoom or video conferencing as long as the public is notified on the website and in Sunshine Notices and has the opportunity to participate.

--In-Person Meetings—The May 2024 Board meeting will be a physical, in-person meeting. The solicitor has advised the Borough Manager.

--Update on 401 Grant eminent domain case—Settlement discussions are continuing. The Court has entered an Order resuming Mediation on May 24, 2024. The Court Order requires a representative of BOA with actual settlement authority to attend the Mediation.

--Beaver County Tax Notice(s). Manager and solicitor will file for exemption of the two properties still on the tax rolls. The solicitor has been advised by the Beaver County Assessment Office that the exemption applications will not be available for completion and submission until this summer.

--Amended By-laws—The solicitor is preparing a final version. The solicitor will add an indemnification provision and a provision as to excess liability insurance coverage after further discussion with ZAA Chair.

--Dr. Nelson's Estate/land purchase—Approval of final Sale Agreement. On March 22, 2024 after consultation with the Manager, the solicitor advised the Estate's attorney as follows:

*PA DEP regulations might prohibit the development you mentioned on the retained wetlands. In other cases, I've been advised by our*

*environmental expert that it's nearly impossible in any financially feasible way to build a new commercial development or a bridge serving a new commercial development in a wetlands. Plus, preliminarily it appears that FAA regulations won't allow the easement at the places that it's shown on the drawings. ZAA is having it engineer and environmental expert look into both issues further and advise me. I'll keep you informed. Meanwhile, please call if you'd like to discuss.*

The Estate's attorney responded that he understands, will relay this information to the executrix of the Estate, and will appreciate being updated about the further findings of the Airport's engineer and environmental expert. The Manager is coordinating with our engineer and environmental expert.

--Dan Duffy property's tree obstructions—Manager advises that this has been completed.

--Dennis Duffy property tree obstructions—Manager advises that this has been completed.

--PennDot Right-of-Way update—Solicitor has circulated his draft documentation to PennDot for review and is awaiting scheduling of meeting with PennDOT at its request.

--Naming Rights and other revenue-generating opportunities--  
Introductory meeting with possible consultant(s) and interested parties will take place at the May meeting. It is expected that several consultants and interested parties will attend in person (others may attend via Zoom) and answer questions posed by Board members, the Manager and the solicitor. If Zoom is used, the solicitor will coordinate the technical arrangements. Consultant(s) and interested parties will not charge ZAA a fee for preparing for and attending this meeting.

--PJC update (taxi lane expansion, master lease, etc.). Manger will update as new information becomes available.

--Peoples Natural Gas—Peoples has requested a Line Extension Agreement involving a right of way. Cost to Authority is \$1.00. Solicitor is revising the language proposed by Peoples relative to providing a secure materials area and full indemnification by us without limitation.

D. Other New Business, if any, from Chair and Board Members. Motions if required: \_\_\_\_\_

Board Discussion. Motion(s)—Approve/Table/Disapprove.

7. EXECUTIVE SESSION

--None requested by Solicitor.

*--Other executive session items, if any, that may be requested by Board or Manager will be announced at to category (e.g., personnel, litigation, contract negotiations, etc.) before going into executive session.*

8. EMERGENCY BUSINESS

--None.

OTHER CITIZEN PARTICIPATION

Board Discussion. Motion(s)—Approve/Table/Disapprove

ADJOURNMENT \_\_\_\_\_ PM.