

## Transportation Committee

March 30, 2022 at 11:30am

In attendance: Councilor Ryan Procsal, Councilor Michael Paules, David Jones and William Eschenfelder of Delta Airport Consultants, Dave Pasquale of Pasquale Aviation, Brian Clayton of Pottstown Area Rapid Transit, Pilots Gary Novak, Curt Meyer, and Dan Barrans, Kourtney High

Absent: Council Joe Kirkland, James Rouiller of FlyELITE

The meeting was called to order at 11:30am.

David Jones presented the Project Status Report for Pottstown Municipal Airport. (Report attached).

- Mr. Jones stated that construction on the parallel taxiway will have a limited impact on the daily operations of the airport.
- There was a question regarding whether the taxiway between hangars is eligible for funding. Mr. Jones responded that the taxiway is eligible but the stubs into the hangars are not.
- The airport has received two rounds of CARES funding for operational expenses totaling \$43,000. ARPA funding will be released in the next few months.
- 5010 Report has been issued. Delta is drafting the response.
- Discussion on the times the access gate should be left open. Possibly 8am to 6pm.
- Pilots stated that there were issues with grass cutting in previous year. Ms. High will speak with the Public Works Department regarding the RFP and contract.
- Pilots stated that there are large cracks in the pavement surrounding the new hangars. Ms. High will speak with Public Works about possible sealing.
- Issues with FlyELITE were brought up by those in attendance.
- Pilots informed Ms. High of lights being out, the drainage culvert being overgrown, benches needing rehab, and magnifiers missing from lights.
- Mr. Jones stated he would stop at the airport after the meeting to look at the cracks.

Ms. High provided an update on Pottstown Area Rapid Transit.

- Current fixed route ridership has decreased 20% from pre-pandemic (February 2020). However, there has been a 40% increase from February 2021, which was the height of the pandemic. Overall, a 15% increase fiscal year to date over prior year.
- Revenue is down 50% from pre-pandemic, but 24% increase from the prior fiscal year. The revenue decrease is extremely high due mainly to the fact that PART did not charge fares for a significant portion of FY20-21 and current FY21-22.
- Paratransit services have decreased 47% since pre-pandemic, but increased 26% over FY20-21.
- PART has programmed the remaining CARES funding for \$60,000 in capital to fund the changes required to the 2021 bus procurement, and \$2,217,968 for operating expenses.
- ARPA funds in the amount of \$532,040 will be utilized to replace the bus shelters in the downtown and for operating expenses.

- Triennial review was pushed to 2023 due to the pandemic.
- Mr. Clayton stated that the change in the schedule to the Yellow Line has been successful thus far. He also stated that ridership continues to increase.



**POTTSTOWN MUNICIPAL AIRPORT  
POTTSTOWN, PENNSYLVANIA**

**BOROUGH OF POTTSTOWN**

**PROJECTS STATUS REPORT – September 2021 through March 2022**

Transportation Committee:

VACANT	Council Person, Chair
Joseph Kirkland	Council Person
Ryan Procsal	Council Person
Michael Paules	Council Person
Justin Keller	Borough Manager
Kourtney High	Grants Administrator
Brian Clayton	PART Inc. Representative
Gary Novak	AOPA ASN Volunteer

**Updated March 28, 2022**

Prepared By:

William E. Eschenfelder, P.E., C.M.  
David W. Jones, P.E., C.M.

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## GENERAL ASSISTANCE

### 1. Construct Hangars

- Delta has provided alternate funding sources for this project to the Borough for consideration (Capital Budget, USDA, Economic Development, Multi-Modal through County or State).
- **No action during the last quarter.**

### 2. Twelve Year Plan (TYP)

- Delta participated in the annual PennDOT BOA Planning Session held at the Lancaster Regional Airport on November 8, 2018. JACIP program updates are being made prior to December 8, 2018 based on the meeting.
- JACIP program updates were completed by December 20, 2018. The PennDOT BOA accidentally deleted all Project Data Sheets. Delta is resubmitting Project Data Sheets deleted by the PennDOT BOA.
- Delta attended the 2019 Planning Session on November 12, 2019 at the Lancaster Airport. Revisions to the TYP were made prior to December 1, 2019.
- Delta participated in the virtual annual PennDOT BOA Planning Session on August 19, 2021 at 1:00 PM. **The JACIP TYP was updated on September 10, 2021.**
- **The Borough is scheduled to receive \$159,000 in Bipartisan Infrastructure Law (BIL) funds over five (5) years (2022 through 2026) at the typical 90/5/5 ratio. Delta participated in a BIL Planning Session with the Airport and PennDOT BOA on March 1, 2022 to discuss potential projects, and prepared a draft ACIP update that included BIL funding for the Airport to submit to the PennDOT BOA on March 10, 2022. No BIL funding is expected to be requested in FY 2022. The BIL money is currently planned to be used as follows:**
  - 2023 Reseal Runway 8-26 (Crack Seal and Remark)
  - 2025 Remove Runway 8 Approach Obstructions (acquisition and construction), Phase II
  - 2026 Install Parallel Taxiway Lighting Phase I: Design

**The ACIP will be reviewed again at the Summer 2022 Planning Session.**



## ACTIVE GRANT PROJECTS

### 3. Rehabilitate Parallel Taxiway Pavement: Design

**PennDOT Agreement No.: ABG-2020-Boro of Pottstown-00055**  
**Grant Expiration Date: June 30, 2023**  
**Delta Project No. PA 20066.103**

	FAA (90%)	PENNDOT (5%)	BOROUGH (5%)	TOTAL
Grant Amount	\$225,000.00	\$12,500.00	\$12,500.00	\$250,000.00
Total Amount to Date	\$223,020.00	\$12,390.00	\$12,390.00	\$247,800.00
Remaining	\$1,980.00	\$110.00	\$110.00	\$2,200.00

#### Activity Notes:

- Delta received a Notice-to-Proceed from the Borough on January 5, 2021.
- Delta forwarded the final review Plans and Specifications to the Borough and the PennDOT BOA on May 28, 2021.
- The CATEX was approved by the FAA on June 3, 2021.
- Delta forwarded the final Design Engineering Report to the Borough and the PennDOT BOA on June 7, 2021.
- **Delta prepared reimbursement requests and forwarded them to the Borough for submittal to the PennDOT BOA. The final reimbursement request was reimbursed to the Borough on July 15, 2021 and the grant was closed on November 8, 2021.**

### 4. Rehabilitate Parallel Taxiway Pavement: Construction (Phase 1)

**PennDOT Agreement No.: ABG-2021-Boro of Pottstown-00050**  
**PennDOT Funds Commitment No: EG00827533**  
**Grant Expiration Date: June 30, 2023**  
**Delta Project No. PA 20066.106**

	FAA (100%)	PENNDOT (0%)	BOROUGH (0%)	TOTAL
Grant Amount	\$1,093,065.00	\$0.00	\$0.00	\$1,093,065.00
Total Amount to Date	\$38,682.39	\$0.00	\$0.00	\$38,682.39
Remaining	\$1,054,382.61	\$0.00	\$0.00	\$1,054,382.61



**Activity Notes:**

- The PennDOT BOA offered the Tentative Allocation for funding to the Borough on June 8, 2021.
- The Project was advertised on June 13, 2021.
- Delta received the approved FAA Notice of Proposed Construction or Alteration (7460-01) on July 7, 2021.
- Delta participated in the Bid Opening and forwarded a Bid Review to the Borough on July 8, 2021.
- The Borough forwarded the Independent Fee Estimate (IFE), Task Order No. 5, and bid results to the PennDOT BOA on July 29, 2021.
- The PennDOT BOA approved all project related costs for the Base Bid and Bid Additive 1 on August 31, 2021 and requested the Tentative Allocation (TA) be submitted.
- Delta has prepared the TA for submittal. **The Borough submitted the TA to the PennDOT BOA on September 20, 2021.**
- **The PennDOT BOA offered the Grant to the Borough on October 6, 2021. The Borough accepted the Grant offer on October 18, 2021. The PennDOT BOA awarded the Grant on November 24, 2021.**
- **Delta forwarded the Notice of Award to the Borough on December 1, 2021.**
- **The Borough forwarded the Notice of Award to the Contractor on December 6, 2021.**
- **Delta forwarded Contract documents to the Contractor on December 10, 2021.**
- **Delta received the signed Contract documents from the Contractor forwarded them to the Borough for execution on December 13, 2021.**
- **Delta received the executed Contract documents from the Borough and forwarded executed Contract documents to the Contractor January 12, 2022.**
- **Delta forwarded digital conformed plans and specifications via Info Exchange to the Borough, the PennDOT BOA, and the Contractor on February 4, 2022.**
- **Delta prepared and forwarded four (4) reimbursement requests to the Borough for submittal to the PennDOT BOA. Three (3) requests were reimbursed to the Borough. The latest request was submitted to the PennDOT BOA on March 17, 2022 and approved on March 18, 2022.**



- Delta scheduled a Project Kickoff Coordination Meeting with the Borough, the PennDOT BOA, the Contractor on January 24, 2022 to discuss project scope and schedule.
- The Contractor has started forwarding shop drawing submittals for approval in anticipation of a July 5, 2022 construction start date.

**5. Coronavirus Aid, Relief, and Economic Security (CARES) Act**

**PennDOT Agreement No.: ABG-2021-Boro of Pottstown-00006**  
**PennDOT Funds Commitment No: EG00827193**  
**Grant Expiration Date: June 30, 2023**  
**Delta Project No. PA N/A**

	<b>FAA (90%)</b>	<b>PENNDOT (5%)</b>	<b>BOROUGH (5%)</b>	<b>TOTAL</b>
Grant Amount	\$30,000.00	\$0.00	\$0.00	\$30,000.00
Total Amount to Date	\$30,000.00	\$0.00	\$0.00	\$30,000.00
Remaining	\$0.00	\$0.00	\$0.00	\$0.00

**Activity Notes:**

- The PennDOT BOA awarded the grant on September 1, 2021.
- Delta prepared the reimbursement request and forwarded to the Borough to submit to the PennDOT BOA on November 19, 2021. The PennDOT BOA approved the request on November 24, 2021 and reimbursed the request to the Borough on December 23, 2021.
- The PennDOT BOA closed the grant on November 24, 2021.

**6. The Coronavirus Response and Relief Supplemental Appropriation Act 2021 (CRRSA)**

**PennDOT Agreement No.: ABG-2020-Boro of Pottstown-00015**  
**PennDOT Funds Commitment No: EG00827504**  
**Grant Expiration Date: June 30, 2024**  
**Delta Project No. N/A**

	<b>FAA (100%)</b>	<b>PENNDOT (0%)</b>	<b>BOROUGH (0%)</b>	<b>TOTAL</b>
Grant Amount	\$13,000.00	\$0.00	\$0.00	\$13,000.00
Total Amount to Date	\$13,000.00	\$0.00	\$0.00	\$13,000.00
Remaining	\$0.00	\$0.00	\$0.00	\$0.00



**Activity Notes:**

- The PennDOT BOA awarded the grant on November 30, 2021.
- Delta prepared the reimbursement request and forwarded to the Borough to submit to the PennDOT BOA on December 27, 2021. The PennDOT BOA approved the request on January 3, 2022 and reimbursed the request to the Borough on January 21, 2022.
- Delta forwarded the Grant Closeout Report requesting the PennDOT BOA to close the grant on February 22, 2022.

**7. American Rescue Plan Act of 2021 (ARPA)**

**PennDOT Agreement No.: ABG-2021-Boro of Pottstown-00082**  
**PennDOT Funds Commitment No: Pending**  
**Grant Expiration Date: Pending**  
**Delta Project No. PA N/A**

	<b>FAA (100%)</b>	<b>PENNDOT (0%)</b>	<b>BOROUGH (0%)</b>	<b>TOTAL</b>
Grant Amount	\$32,000.00	\$0.00	\$0.00	\$32,000.00
Total Amount to Date	\$0.00	\$0.00	\$0.00	\$0.00
Remaining	\$32,000.00	\$0.00	\$0.00	\$32,000.00

**Activity Notes:**

- **The Grant is being setup by the PennDOT BOA.**

Please call should you have any questions or wish to discuss this further.

Sincerely,

William M. Eschenfelder, P.E., C.M.

WME:vjm  
 c: Airport Committee  
 David Jones, Delta Airport Consultants