

Minutes –January 18th, 2022
Johnstown, Cambria County Airport Authority

The regular meeting of the Johnstown Cambria County Airport Authority was called to order by Rick McQuaide, Chairman at 3:30 pm on Tuesday January 18th, 2022

Members Present: Rick McQuaide; Mike Parrish; George Arcurio III; Jim Loncella; Tim McIlwain; Dave Kalina; Chris McCall; Adam Murphy; Jonathan Gleason via phone.

Members Absent: N/A

- **Others Present:** Cory Cree, Airport Manager, Heather Tomasko, Assistant Airport Manager; Attorney Brian Litzinger, Attorney Tim Leventry, Solicitor, via phone; Dennis Kotzan: Kotzan and Associates via phone, Dr. Larry Nulton, Nulton Aviation, Larry Hoover, Airline Committee Member, Jim Hood, L.R Kimball Engineer; Sam Faoliu JST SkyWest Manager, via phone and Commissioner Tom Chernisky.

Public Comment: N/A

Reorganization meeting was called to order by Chairman Rick McQuaide and turned over to Attorney Brian Litzinger.

- Attorney Litzinger asked the if there is a report or a recommendation of the Nominating Committee to the board for the Election of Officers.
- The Nominating Committee consist of Dave Kalina, Chairmen of the committee and Jim Loncella. The Nominating Committee recommends that the current slate of officers be reelected to their current positions:
 - Rick McQuaide: Board Chairmen
 - Tim McIlwain: Vice Chairman
 - Jonathan Gleason: Secretary
 - Mike Parrish: Treasurer

George Arcurio made a motion to accept the current Board Members as stated by Dave Kalina. The motion was seconded Dave Kalina by and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

MINUTES:

George Arcurio made a motion to approve the Minutes of the December 21st, 2021, regular meeting. The motion was seconded by Tim McIlwain and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

SkyWest/United Report: Sam Faoliu, JST SkyWest Manager

- Reviewed the SkyWest reports

FBO Report: Dr. Larry Nulton:

- Nulton Aviation has formed a formal relationship with Saint Francis and SkyWest.

Treasure's Report: Dennis Kotzan

- Reviewed Financials

Jim Loncella made a motion to approve the Treasurer's report. The motion was seconded Dave Kalina by and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

Manager's Report: Cory Cree:

Keystone Opportunity Zone (KOZ)

- On December 21st, the Developer's Agreement was executed.
- Per letter dated December 22, 2021, the Department of Community and Economic Development (DCED) approved the Keystone Opportunity Expansion Zone (KOEZ). The designated properties will be eligible for beneficiaries beginning January 1, 2022 and ending on December 31, 2031.

5G Interference

- As you are aware, the FAA and FCC have been discussing the potential 5G interference to aircraft navigation.
- The following airports under JST Approach Control's jurisdiction are affected by 5G interference: Altoona, Somerset, Ebensburg, McVillie, and Garrett County
- We have notified our airfield community of this issue.
- There are 50 Airports that have already instituted a 5G Buffer.
- We have contacted the FAA to inquire should JST institute a "buffer zone" around the airport wherein phone operators will not be permitted to install 5G cell towers around JST? (This would be important in future planning and could avoid flight interruptions into the airport from airlines or other large aircraft that use those approach systems.) We have asked for FAA guidance, as well as any sample or example documents the FAA may be able to provide regarding instituting a 5G Buffer.

Hertz Rental Car

- On January 3rd, lease agreement for office space in the Terminal Building was executed with Hertz Rental Car.
- A window for rental car transactions has been installed.

Airport Operations Report: Josh Keyser:

- An ice storm on January 9 required usage of the New Deal runway deicing chemicals. The airport was closed for approximately 4 hours during the onset of this event. I have ordered replacement deicer to replace what was used. Delivery is expected shortly. We currently have 3 applications of product in stock. While there was a flight delay, there were no cancelled flights on this day.
- Terminal HVAC upgrades are beginning. FIT has been onsite prepping systems for a smooth transition to the new controls.

Kimball's Engineer's Report: Jim Hood

1) SFY 2020 Project - Terminal Building HVAC Upgrades

- a) Darr Construction, Inc. (Darr) has continued providing catalog cut submittals for review and approval.
- b) FIT Solutions was on site starting January 10th running wires and Darr Construction plans to be on site next week.
- c) Based on the allotted Contract Time of 220 Calendar Days, the project should be completed on or before February 17, 2022; however, Darr Construction Inc. advised that they would not be receiving some of the AC units until March 2022. Given the anticipated delivery of some equipment, the project completion date will need to be extended.

PennDOT BOA Grant Agreement Number	Total Grant (100%)	FAA Share (0%)	State Share (50%)	Sponsor Share (50%)	Additional Local Share	Total Project Amount
ACB-2020-JCCAA-00007	\$500,000.00	\$0.00	\$250,000.00	\$250,000.00	\$97,528.50	\$597,528.50

2) CFA Project - Renovate Hangar 15A and Building 15B

- a) A Progress Meeting was conducted on December 22nd. Construction work is 99% complete. A substantially complete inspection will be scheduled.
- b) Via Change Order, the project completion date was extended to May 31, 2022, to allow for the pavement repairs.

CFA Contract No.	Total Grant (100%)	CFA Share (100%)	FAA Share (0%)	State Share (0%)	Sponsor Share (0%)
C000073087	\$1,450,000.00	\$1,450,000.00	\$0.00	\$0.00	\$0.00

3) CARES Act Projects

a) Tran Systems participated in a conference call with Airport Management and the FAA regarding four (4) proposed projects to use the funding. The projects are as follows:

- (1) 2-Unit Hangar – Construct 62’ x 65’ unit hangars in the east hangar area.
- (2) Construct Car Wash across Airport Road from the Terminal Building.
- (3) Rehabilitate Terminal Parking Lot
- (4) Terminal Building Renovations

b) The FAA requested information so that they can complete the Section 163 review to determine the FAA’s ALP approval authority. TranSystems provided the Section 163 requested information for the 2-Unit Hangar and Car Wash on January 13th. TranSystems will provide the requested information for the Terminal Building Parking Lot and Terminal Building Renovations in the next week.

Solicitor’s Report: Attorney Brian Litzinger

Nulton Aviation. Via several emails with Cory Cree, we discussed Hangar Leases No. 8 and 9. In addition, I discussed via phone minimum standard modifications for FBOs and review commercial operation rates, fees and charges with Cory Cree, Rick McQuaide and James Loncella regarding FBO Hangar Lease issues and commercial rates.

Advertising of Special Committee Meetings. Regarding the concerns as to advertising of committee meetings, we reviewed the recent amendments to Pennsylvania’s Sunshine Act to confirm that committee meetings, special or otherwise, must be advertised and the agenda posted. This is based upon an interpretation under the 2021 changes to the law that while committee meetings do not include votes or other formal board action, they do include discussions deemed deliberations that are subject to public notice requirements and advertising twenty-four (24) hours or more in advance of the specially scheduled meeting.

New Business/Announcements/Discussion Items:

- N/A

Committee Reports:

Executive Session called at 4:50 by Rick McQuaide and ended at 5:30

Enplanements:

Mike Parish made a motion to place retroactively on the agenda the necessary response to any questions that may come from the DOT with respect to the EAS service. The motion was seconded by Dave Kalina and passed by the following vote:

Yeas: Jonathan Gleason, Chris McCall, Jim Loncella, Adam Murphy, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

Mike Parish made a motion to authorize Cory Cree, Airport Manager, to act on behalf of the Authority to take all actions necessary to respond to any questions from the DOT to assure we continue our EAS partnership with SkyWest. The motion was seconded by Dave Kalina and passed by the following vote:

Yeas: Jonathan Gleason, Chris McCall, Jim Loncella, Adam Murphy, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

Enterprise:

N/A

KOZ:

N/A

Military:

N/A

Personnel:

N/A

Facility & Administration:

- Jim Loncella made a motion to formally adopt the Minimum Standards for Airport Aeronautical Service Providers and the commercial Operations-Rates, Fees and Charges. The motion was seconded by Dave Kalina and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

- Jim Loncella made a motion to renew the CD with AmeriServ for 36 months for the .48% interest. The motion was seconded by George Arcurio and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

- Jim Loncella made a motion to approve the Engineering Agreement for the Rehabilitate Runway 5-23 LED Lights and Signs and approve the Notice to Proceed. The motion was seconded by Dave Kalina and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

- Jim Loncella made a motion to approve the lease renewal at \$100.00 per month for 24 months with revisions of electrical usage and building maintenance. The motion was seconded by Jonathan Gleason and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

- Jim Loncella made a motion to approve the lease renewal with an initial term through December 31, 2023, which is outlined in the Manager's Report. The motion was seconded by Tim McIlwain and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

- Jim Loncella made a motion to approve the entering into a contract for the construction of café to be constructed adjacent to the current FOC lease space in the Terminal Building. Flair of Country (FOC) will obtain two (2) additional construction cost proposals. The Airport Authority will contract with and pay for the construction of the café by the contractor that submits the lowest responsible cost proposal and approval a lease amendment between FOC and the Airport Authority for the construction and staffing of the café as outlined in the Manager's Report also to continue negotiations with Flair of Country to offer breakfast. The cost of the construction can not exceed \$20,000. The motion was seconded by Dave Kalina and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0) Mike Parrish Abstained from voting because of the professional relationship with Flair of Country.

- Jim Loncella made a motion to approve the Airport Authority being the grant applicant/grant recipient/grant sponsor pending the preparation and execution of an agreement between Nulton Aviation Services and the Airport Authority. The agreement will be reviewed and approved by the Facility and Administration Committee prior to execution. The motion was seconded by George Arcurio and passed by the following vote:

Yeas: Jonathan Gleason, Adam Murphy, Jim Loncella, Chris McCall, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

- Jim Loncella made a motion to add the Resolution relative to electronic signatures for FAA grant approval to the agenda. The reason for adding the resolution to the agenda was due to the time constant of the FAA's deadline. The motion was seconded by Dave Kalina and passed by the following vote:

Yeas: Jonathan Gleason, Chris McCall, Jim Loncella, Adam Murphy, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

- Jim Loncella made a motion to approve the resolution to authorize the Airport Manager, Airport Assistant Manager, and/or Airport Authority Chairman and Airport Solicitor of the Authority be authorized and directed to sign on behalf of the Airport Authority all agreements entered with the United States of America (acting through the Federal Aviation administration, herein called the "FAA") The motion was seconded by Dave Kalina and passed by the following vote:

Yeas: Jonathan Gleason, Chris McCall, Jim Loncella, Adam Murphy, Mike Parrish, George Arcurio, Tim McIlwain, Dave Kalina and Rick McQuaide (9). Nays: None (0)

The meeting was adjourned at 6:00 P.M.

**Minutes approved by
Jonathan Gleason**