

Minutes –June 21st, 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 June 21st, 2022

Members Present: Rick McQuaide; George Arcurio III; Dave Kalina; Adam Murphy via phone; Jim Loncella; Jonathan Gleason, via phone; Tim Mcllwain; and Chris McCall, Via phone.

Members Absent: Mike Parrish

- **Others Present:** Cory Cree, Airport Manager; Heather Tomasko, Assistant Airport Manager; Attorney Terry Graffius, Solicitor, Dennis Kotzan: Kotzan and Associates; Jim Hood, L.R Kimball Engineer; DR. Larry Nulton, Nulton Aviation; Nathan JST SkyWest, David Hurst, Tribune Democrat; Larry Hoover, Airline Committee member; Tom Chernisky, Cambria Country Commissioner, Philip Brezovic, General Public.

Public Comment: Philip Brezovic Would like to see if United Express would like to use The Johnstown Airport as a test site for the E-19 aircraft.

MINUTES:

George Arcurio made a motion to approve the Minutes of the May 17th, 2022, regular meeting. The motion was seconded by Tim Mcllwain and passed by the following vote:

Yeas: Adam Murphy, George Arcurio, Jim Loncella, Tim Mcllwain, Dave Kalina, Jonathan Gleason, Rick McQuaide, and Chris McCall (8). Nays: None (0)

SkyWest/United Report: Nathen, JST SkyWest

- Reviewed the SkyWest reports

FBO Report: Dr. Larry Nulton

- Dr. Nulton will update the KOZ Committee by the end of the month.
- The TAC listening session that was held on June 15th was well attended and went very well.

Treasure's Report: Dennis Kotzan

- Reviewed Financials

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

Yeas: Adam Murphy, George Arcurio, Jim Loncella, Tim Mcllwain, Dave Kalina, Jonathan Gleason, Rick McQuaide, and Chris McCall (8). Nays: None (0)

Manager's Report: Cory Cree:

Acquisition of New Pick-Up Trucks

- On June 14th, the two (2) new picks trucks were delivered. As you may recall, these are the trucks that were ordered over a year ago.
- These new picks trucks will replace the 2008 and 2016 pick-up trucks.
- On May 24th, Cory Cree spoke with Mike Kolesar, PennDOT BOA, regarding this project. He stated that since this was not a FAA funded project, the Airport Authority may trade-in or sale the old pick-ups trucks and use the funds from the trade-in or sale as the source of the Local (Airport) Share funds.
- Grant Amounts

PennDOT BOA State Share	\$83,587.50
<u>Local (Airport) Share</u>	<u>\$27,862.50</u>
Total Project Cost	\$111,450.00

- For the 2016 truck, we received a trade-in offer of \$28,000 that we accepted, since it was above the Kelly Blue Book Value of \$23,000 to \$26,000, excluding the plow and spreader box.
- For the 2008 truck, we received a trade-in offer of \$7,000, which we did not accept, since it was below the Kelly Blue Book Value of \$15,000. Based on discussions with the Facility and Administration Committee, we plan to either sale the vehicle either by public advertisement or selling it through a company such as Carvana.
- We received an offer from Carvana to purchase the vehicle for \$14,000.
- **Recommendation: For the Airport Authority to approve the sale of the 2008 pick-up truck to Carvana for an amount of \$14,000.**
- **The action to approve selling the 2008 pick-up is listed on the agenda under the Facility and Administration Committee.**

Gas Line Extension

- As you may recall, on May 10th, we received an Agreement for Peoples-Gas to extend its main pipeline along Fox Run Road to accommodate the east side hangars.
- Per his letter dated May 12th, Solicitor Leventry reviewed and revised the Agreement.
- On June 9th, the Facility and Administration Committee met and approved the execution of the Peoples-Gas Agreement per Solicitor Leventry's revisions and per any proposed revisions requested by Peoples-Gas, which Solicitor Leventry determines to be inconsequential.
- On June 9th, the revised Agreement was submitted to Peoples-Gas for their review and approval.
- On June 14th, Solicitor Leventry and Cory Cree participated in a conference call with Peoples-Gas regarding the Proposed Agreement. Following the conference call, Solicitor Leventry made minor revisions to the Agreement, which was provide to Peoples-Gas for review.
- **Recommendation: For the Airport Authority to approve the execution of the Peoples-Gas Agreement to extend the natural gas line up Fox Run Road to the east side hangars pending either Peoples-Gas accepting the Agreement as revised by Solicitor Leventry or Peoples-Gas requiring minor revisions that Solicitor Leventry would deem inconsequently.**
- **The action to approve the execution of the Peoples-Gas Agreement is listed on the agenda under the Facility and Administration Committee.**

Essential Air Service (EAS)

- As you may recall, on May 11th, the U.S. DOT received proposals from air carriers desiring to provide EAS services here at JST.
- Friday June 24th is the deadline for the Airport Authority to have reviewed the proposals and to have provided community comments to the U.S. DOT.
- Since last month's Airport Authority meeting, the Enplanement Committee has met with each of the air carriers that submitted proposals to provide EAS service at JST. Namely, the Committee met with Boutique Air, Contour Airlines, and Southern Airways Express. We also met with our current EAS air carrier, SkyWest Airlines.
- The Enplanement Committee has discussed the services that each airline could provide at JST. Of the three (3) Proposals received, only Contour Airlines offered jet service to a major hub. Our current EAS provider, SkyWest Airlines also currently provides jet service to two (2) major hubs. Based on that information, the Enplanement Committee's focused on the services Contour and SkyWest could provide.
- On June 14th, SkyWest Airlines purchased a Part 135 Certificate.
- It is anticipated that SkyWest Airlines will rescind their Notice of Termination on June 17th.
- On June 17th, the Enplanement Committee met to discuss whether to retain SkyWest, anticipating they have rescinded their Notice of Termination, or to proceed with the EAS Selection process to select a new EAS air carrier.
- **Recommendation: This report was prepared prior to the June 17th Enplanement Committee meeting. Thus, a formal recommendation is not provided here.**
- **The action to approve retaining SkyWest as the EAS air carrier or to recommend to the U.S. DOT the selection of a new EAS air carrier is listed on the agenda under the Enplanement Committee.**

Airport Operations Report: Josh Keyser:

- The two new tucks ordered last year has been delivered. The new trucks included new snowplows and salt spreaders. Radios have been installed and the trucks are now in use. The old trucks have been prepped for sale/trade.
- Annual FAA part 139 inspection occurred on May 25. Everything went smoothly with the inspector finding no discrepancies. Several standard recommendations were noted in the close out report.
- Underground soil test boring occurred the week of June 6 at the sites for the future car wash, 2-unit hangar and the 8-unit hangar.
- Preparation and coordination are ongoing for the June 26 symphony orchestra concert.
- On Friday June 10, a PennDOT BOA inspector was at the Airport to conduct the annual a runway approach obstruction survey. Results are expected in the next few days.
- Utility companies have been onsite to remove overhead power, phone and cable lines from the former Blair and Horner properties in preparation for demolition of the structures.

Kimball's Engineer's Report: Jim Hood

1) SFY 2020 Project - Terminal Building HVAC Upgrades

- Darr Construction and FIT Solutions continue working on the project as materials are available.
- Since the contract time is being extended, progress meetings are being schedule on an as needed basis.
- A progress meeting was conducted on June 8th. Corey Crocco was invited to the meeting to discuss the ongoing challenges with the air-conditioning in the restaurant area. After the meeting, Darr Construction and FIT Solutions reviewed the unit that has been failing. They discovered and replaced a faulty contactor on the existing unit. When that did not resolve the air- conditioning issues, Darr Construction found that the 208/24-volt transformer at the condenser was connected to the tap for 240 volts instead of 208 volts. Once corrected, the air-conditioning unit appeared to be operating correctly. The new condenser units are scheduled to be shipped on June 20th. Darr's intention is to replace the condenser units once they arrive and during a period where there are no events scheduled at the restaurant.
- Darr Construction has submitted Payment Application Number 3 for work completed. TranSystems has reviewed the Application and recommends payment in the requested amount of **\$38,385.00. (Board Action Requested)**
- Based on the allotted Contract Time of 220 Calendar Days, the project was to be completed on or before February 17, 2022; however, due to continued delays in material delivery, a change order has been approved to extend the project completion date to November 30, 2022. This change order will also provide some scheduling flexibility on when to replace units, since we would not want to disconnect and replace the air conditioning on the hottest days of the summer.

Jim Loncella made a motion to approve Payment Application #3 in the amount of \$38,385.00 to Darr Construction. The motion was seconded by Dave Kalina and passed by the following vote:

Yeas: Adam Murphy, George Arcurio, Jim Loncella, Tim McIlwain, Dave Kalina, Jonathan Gleason, Rick McQuaide, and Chris McCall (8). Nays: None (0)

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

- The final inspection conducted on May 16th. All work is complete, and the grant is being closed out.

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) FFY 2021 Project - Runway 15-33 LED Lights and Signs

- a) Bruce and Merrilees is still waiting on replacement lenses to be delivered.
- b) Punchlist items remaining include verifying grass growth and spare light parts which were supposed to shipped on May 23, 2022.
- c) TranSystems has drafted the project closeout documents.

FAA AIP No.	Total Grant (100%)	FAA Share (100%)	State Share (0%)	Sponsor Share (0%)
3-42-0045-056-2021	\$323,135.00	\$323,135.00	\$0.00	\$0.00

4) FFY 2021 Project - Remove Obstructions – Former Blair and Horner Properties

- a) No update.

5) FFY 2022 Project - Runway 5-23 LED Lights and Signs

- a) The FAA requested revisions to the grant application which TranSystems is working with Airport Management to revise.

6) FFY 2022 Project – Construct 2-Unit Hangar

- a) On June 17th, the Richland Township Zoning Hearing Board approved variances regarding landscaping and curbing.
- b) Per their letter dated May 24th, the Cambria County Conservation District (CCCD) approved the Erosion and Sedimentation Control Plan.
- c) Received Land Development Plan comments from Richland Township. Responded to the Comments on June 8, 2022.
- d) We initially planned to bid the hangar steel as a separate bid. However, only one (1) bidder was interested in the project, who needed additional time to prepare their bid. With only one interested bidder, it was also anticipated the bid would be high. Instead, the acquisition of the hangar steel, hangar erection, and site preparation will be bid at the same time.
- e) A Pre-Bid Meeting is planned for June 29, 2022.
- f) A Bid Opening is planned for July 19, 2022.

7) FFY 2022 – Construct Car Wash

- a) On June 17th, the Richland Township Zoning Hearing Board approved variances regarding required setbacks, parking, and land use.
- b) On May 27th, TranSystems addressed the Cambria County Conservation District's review comments of the Erosion & Sedimentation Pollution Control Plan.
- c) A Pre-Bid Meeting is planned for June 29, 2022.
- d) A Bid Opening is planned for July 19, 2022.
- e) The FAA approved the Environmental CATEX (Categorical Exclusion) form on June 6th.

8) FFY 2022 – Rehabilitate Terminal Parking Lot

- a) A Pre-Bid Meeting is planned for June 29, 2022.
- b) A Bid Opening is planned for July 19, 2022.

9) FFY 2022 – Terminal Building Renovations

- a) TranSystems is addressing drawing review comments received from Airport Management.
- b) A Pre-Bid Meeting is planned for June 29, 2022.
- c) A Bid Opening is planned for July 19, 2022.
- d) The FAA approved the Environmental CATEX (Categorical Exclusion) form on June 6th.

10) FFY 2022 – 8-Unit Hangar

- a) The on-site geotechnical investigation was completed on June 10th.
- b) The Engineering Agreement and the Independent Fee Estimate (IFE) have been submitted to the FAA for review and approval.
- c) We initially planned to bid the hangar steel as a separate bid. However, only one (1) bidder was interested in the project, who needed additional time to bid the project. With only one interested bidder, it was also anticipated the bid would be high. Instead, the acquisition of the hangar steel, hangar erection, and site preparation will be bid at the same time.
- d) Bidding is planned for early 2023 with construction occurring over the summer.
- e) TranSystems will be working on the FAA required Environmental CATEX (Categorical Exclusion) form, as well as the FAA required Data Sheet.

Solicitor's Report: Attorney Terry Graffius

Peoples Natural Gas Company ("PNG") Gas Line Extension Agreement. A phone conference with Attorney Leventy, Cory Cree and Jason Greenblatt took place on June 14, 2022. As a result, we forwarded a proposed amended Gas Line Extension Agreement to Cory Cree and Jason Greenblatt by letter of same date (attached). Cory Cree approved the amendment, and we wait to hear from Jason Greenblatt.

Zoning Variance. Hearings were held on June 15, 2022, and all requested variances were approved by the Richland Zoning Hearing Board.

A. Two Unit Hangar.

Article XIV.24B.B.1 and 3 requires a ten feet (10') landscape screen with landscape area to be surrounded by a raised curb. Section 240-106.G also requires curbing around the parking area. Variance request is no curbing within the Airport fence line. Curbing would be very dangerous to aircraft taxiing around the Hangar building. There is no other curbing around hangar areas anywhere around the Airport hangars located within the fence line.

B. Car Wash.

- 1. The Airport is requesting a "use" variance in a Manufacturing Light Industrial District (Article XII, Section 240-74 B.28.) The use, while not specifically delineated, is comparable to other named uses in the district.
- 2. The Airport is also requesting a variance from the fifty-foot (50') setback required in a Light Industrial Zoning District. The Airport is asking for a thirty-five-foot (35') setback. (Comparably, HRI's building is fifteen feet (15') from Airport Road.)

Two Unit Hangar Project. We reviewed comments from EADS regarding the proposed Storm Water Management Plan proposed by TranSystems for this Project. Requested changes were routine. Per the Stormwater Management Agreement, the Airport will have to maintain the stormwater management system. Richland Township will inspect same every three (3) years. See attached letter dated June 15, 2022, to Cory Cree communicating this to him.

New Business/Announcements/Discussion Items:

N/A

Committee Reports

Enplanements

Jim Loncella recommended on behalf of the Enplanement Committee to go into Executive Session to discuss contractual matters and the financial component regarding SkyWest rescinding their notice of termination.

Executive Session start time 4:15 pm end time 4:46 pm.

Regular meeting back in session at 4:47 pm

EAS air carrier selection or retention

Jim Loncella made a motion that The Airport Authority authorizes the Airport Manager and Airport Authority Chairman to issue a letter to the U.S. DOT in support of SkyWest Airlines rescinding their Notice to Termination. his authorization is dependent upon SkyWest Airlines issuing their Notice of Recession by or before 12:00 pm (noon) EST Wednesday June 22, 2022. If SkyWest Airlines does not rescind their Notice by that date and time, the Airport Authority authorizes the Airport Manager and Airport Authority Chairman to issue a letter to the U.S. DOT in support of Contour Airlines to be selected as the EAS air carrier for the Johnstown Airport. The motion was seconded by George Arcurio and passed by the following vote:

Yeas: Adam Murphy, George Arcurio, Jim Loncella, Tim McIlwain, Dave Kalina, Jonathan Gleason, Rick McQuaide, and Chris McCall (8). Nays: None (0)

Enterprise:

N/A

KOZ:

N/A

Military:

N/A

Personnel:

N/A

Facility & Administration:

Recommendation: For the Airport Authority to approve the execution of the Peoples-Gas Agreement to extend the natural gas line up Fox Run Road to the east side hangars pending either Peoples-Gas accepting the Agreement as revised by Solicitor Leventry or Peoples-Gas requiring minor revisions that Solicitor Leventry would deem inconsequently.

Jim Loncella made a motion to approve the execution of the Peoples-Gas Agreement to extend the natural gas line up Fox Run Road to the east side hangars pending either Peoples-Gas accepting the Agreement as revised by Solicitor Leventry or Peoples-Gas requiring minor revisions that Solicitor Leventry would deem inconsequently. The motion was seconded by Tim McIlwain and passed by the following vote:

Yeas: Adam Murphy, George Arcurio, Jim Loncella, Tim McIlwain, Dave Kalina, Jonathan Gleason, Rick McQuaide, and Chris McCall (8). Nays: None (0)

Recommendation: For the Airport Authority to approve the sale of the 2008 pick-up truck to Carvana for an amount of \$14,000.

Jonathan Gleason made a motion to approve the sale of the 2008 pick-up truck to Carvana for an amount of \$14,000. The motion was seconded by Dave Kalina and passed by the following vote:

Yeas: Adam Murphy, George Arcurio, Jim Loncella, Tim McIlwain, Dave Kalina, Jonathan Gleason, Rick McQuaide, and Chris McCall (8). Nays: None (0)

The meeting was adjourned at 4:47 P.M.

**Minutes approved by
Jonathan Gleason**