

## Minutes –April 18<sup>th</sup>, 2023

### Johnstown, Cambria County Airport Authority

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The regular meeting of the Johnstown Cambria County Airport Authority was called to order by Vice-Chairman Tim McIlwain at 3:30 pm on Tuesday **April 18<sup>th</sup>, 2023**.

**Members Present:** Rick McQuaide; Tim McIlwain; Jim Brazill; Jolene Wesner; Ed Cernic Jr.; Adam Murphy; Jonathan Gleason, via phone, (late)

**Members Absent:** Mike Parrish and George Arcurio III

**Others Present:** Cory Cree, Airport Manager, Heather Tomasko, Assistant Airport Manager; Josh Keyser, Airport Operations Supervisor; Tyler Nesbella, TranSystems, Bernie Dunegan TranSystems, (via Phone); Attorney Tim Leventry, Solicitor; Dennis Kotzan, Accountant, Nathan Pilkington, JST SkyWest General Manager, Jenn Kirkland, JST SkyWest Supervisor, Larry Hoover, Enplanement Committee Member and Randy Griffith, Tribune Democrat Reporter.

**Public Comment:** N/A

#### MINUTES:

- Adam Murphy made a motion to approve the minutes of the March 21<sup>st</sup>, 2023, Board Meeting. The motion was seconded Jolene Wesner and passed by the following vote:

Yeas: Rick McQuaide, Tim McIlwain; Jim Brazill; Jolene Wesner; Ed Cernic Jr; Adam Murphy; Jonathan Gleason (7). Nays: None (0)

**SkyWest/United Report:** Nathen, JST SkyWest

- Reviewed the SkyWest reports.

**FBO Report:** N/A

#### Treasure's Report:

- Reviewed Financials

Ed Cernic Jr made a motion to approve the Treasure's Report. The motion was seconded by Tim McIlwain and passed by the following vote:

Yeas: Rick McQuaide, Tim McIlwain; Jim Brazill; Jolene Wesner; Ed Cernic Jr; Adam Murphy; Jonathan Gleason (7). Nays: None (0)

#### Manager's Report: **Cory Cree:**

##### **Snow Broom Replacement Brushes**

- We annually replace the brushes on our snow broom, which uses a combination of both poly and wire brushes.
- We obtained quotes for replacement brushes from both M-B Companies, Inc., and United Rotary Brush Corporation. M-B Companies, Inc. provided the lowest quote at \$6,960.88.
- Per the 2023 Bidding Threshold requirements in Pennsylvania, purchases, and contracts below \$12,200 require no formal bidding or written/telephonic quotations.
- Year to Date, our Equipment Maintenance line item is under budget by \$11,231.89.
- **Recommendation: We recommend that the Airport Authority approve the purchase of replacement snow broom brushes from M-B Companies, Inc. in the amount of \$6,960.88.**
- **The action to approve this item is listed on the agenda under the Finance and Administration Committee.**

##### **Aerium – ARC POWER Grant Application**

- As the Executive Director of Aerium, which is a nonprofit corporation, Dr. Nulton plans to submit a grant application through the Appalachian Regional Commission's (ARC) Partnerships for Opportunity and Workforce and Economic Revitalization (POWER) grant program. The grant application will request funding to be used to support the development of aviation education programs, including scholarships for underserved individuals, aviation training for high school students, and support for aviation certification

programs. Additionally, the project will establish partnerships with local airports and aviation businesses to expand economic opportunities in the region and fund infrastructure improvements at airports.

- Dr. Nulton has requested a letter of support for this grant application, which is prepared and attached.
  - **Recommendation: We recommend that the Airport Authority approve issuing a letter of support to Aerium for an ARC POWER Grant Application.**
  - **The action to approve this item is listed on the agenda under the Facility and KOZ Committee.**
- Hangar Shell Building – RACP Grant**
- On October 31, 2022, Cambrian Hills Development Group, LLC received a letter stating Governor Wolf had authorized the release of \$1,500,000 in Redevelopment Assistance Capital Program (RACP) funding.
  - As with other RACP grants, Cambrian Hills Development Group, LLC, a for-profit company, cannot be the grant applicant/grant recipient. However, the Airport Authority is an eligible grant applicant/grant recipient. Therefore, Dr. Nulton has requested that the Airport Authority agree to be the grant applicant for this grant.
  - Since the Cambrian Hills Development Group, LLC is still determining the best use of the grant funds, Dr. Nulton requests that a six (6) grant application extension request be submitted.
  - **Recommendation: We recommend that the Airport Authority approve being the grant applicant/grant recipient and the submission of a six (6) month grant application extension request.**
  - **The action to approve this item is listed on the agenda under the Facility and KOZ Committee.**

**Rally for Air Service Coalition**

- On April 3<sup>rd</sup>, I had a conference call with two vice presidents of Elevate Government Affairs.
  - o Elevate Government Affairs is a lobbying firm that has formed a Rally for Air Service Coalition that is lobbying the U.S. Government to address the pilot shortage.
  - o Coalition members include airports, chambers of commerce, educational institutions, etc.
  - o There is no cost to join the coalition.
- We consulted SkyWest Airlines, the ArkStar Group, the KSA Group, and Dr. Nulton. None had any issues or concerns with the Airport joining the coalition.
- **Recommendation: We recommend that the Airport Authority approve the Airport joining the Rally for Air Service Coalition. The action to approve this item is listed on the agenda under the Enplanement Committee.**

**Operations Report: Josh Keyser**

- The Bobcat skid loader had a hydraulic leak that had to be sent for repairs. Bobcat Of Johnstown repaired the failed control valve seals thus returning the machine to service.
- FAA required recurrent ARFF training occurred for Bruce, Dave, Doug, and Ryan. This training is completed at the Pittsburgh ARFF training center which is adjacent to Pittsburgh Airport.
- Repairs from winter and heavy rains to the access road into the threshold of RWY 5 have been made. The rain had washed out parts of the access and needed repaired and regraded to maintain good access for upkeep and emergency situations.
- A new “stop” and “authorized vehicles only” signs have been installed at the apron access road between hangars 14/15. This is to prevent accidental and unauthorized vehicles from driving onto the airport environment.
- Remarketing of the vehicle roadway stop bars has been completed. These were identified as needing remarked during our FAA inspection in March.

**Kimball’s Engineer’s Report: Tyler Nesbella**

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

- a. Change Order #2 is being processed by the FAA for the addition of the snowplow rings for the in-pavement lights.
- b. As previously reported, the Contractor plans to address the remaining punch list items when they are on site for the Runway 5- 23 Lights and Signs project.

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

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

- a. Change Order #1 is being processed by the FAA for tree removal within Airport Road’s right-of-way.
- b. A final inspection will be scheduled with the FAA.

FAA AIP No.	Total Grant (100%)	FAA Share (100%)	State Share (0%)	Sponsor Share (0%)
3-42-0045-061-2021	\$96,695.20	\$96,695.20	\$0.00	\$0.00

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

- a. Change Order #1 is being processed by the FAA for the addition of the snowplow rings for the in-pavement lights.
- b. As previously reported, due to lead times on materials, construction is not anticipated to start until spring. A preconstruction meeting will be scheduled prior to the anticipated construction start date.

FAA AIP No.	Total Grant (100%)	FAA Share (100%)	State Share (0%)	Sponsor Share (0%)
3-42-0045-060-202\2	\$215,524.00	\$204,747.00	\$5,338.00	\$5,389.00

**4) FFY 2022 – Rehabilitate Terminal Parking Lot**

- a) Construction is tentatively scheduled to begin in early May.

FAA AIP No.	Total Project Costs (100%)	FAA Share (0%)	State Share (0%)	Sponsor Share (100%)
N/A	\$206,252.00	0	0	\$206,252.00

**Solicitor’s Report: Attorney Tim Leventry  
General Session Matters:**

During the previous month, our office worked on the following items on behalf of the Johnstown-Cambria County Airport Authority (the "Authority"):

**Hangar 15A and 15B - Development Agreement.** By email dated March 24, 2023, I communicated with Cory Cree regarding completing the Development Agreement. The updates were done, and the Agreement was signed. Cory returned a completed copy to me for the file.

**Flair of Country - ROW.** On April 14, 2023, Cory Cree advised Corey Crocco is still working on getting the FAA's approval of the power pole locations for the new right-of-way involving the Airport and REA Energy. Once Core Crocco obtains the FAA's approval, we will finalize the right-of-way agreement.

**Committee Reports:**

**Finance and Administration** Jonathan Gleason, (Chair), George Arcurio, Ed Cernic Jr., and Dennis Kotzan

**Snow Broom Replacement Brushes**

- **We recommend that the Airport Authority approve the purchase of replacement snow broom brushes from M-B Companies, Inc. in the amount of \$6,960.88.**

Ed Cernic Jr made a motion for the Authority to approve the purchase of replacement snow broom brushes from M-B Companies, Inc. in the amount of \$6,960.88. The motion was seconded by Tim Mcllwain and passed by the following vote:

Yeas: Rick McQuaide; Tim Mcllwain; Jim Brazill; Jolene Wesner; Ed Cernic Jr.; Adam Murphy; Jonathan Gleason (7). Nays: None (0)

**Facility and KOZ:** Tim McIlwain, (Chair), Mike Parrish, Jim Brazill and Dennis Kotzan

**Aerium – ARC POWER Grant Application**

- **We recommend that the Airport Authority approve issuing a letter of support to Aerium for an ARC POWER Grant Application.**

Jolene Wesner made a motion to approve issuing a letter of support to Aerium for an ARC POWER Grant Application. The motion was seconded by Ed Cernic Jr.

Yeas: Rick McQuaide; Tim McIlwain; Jim Brazill; Jolene Wesner; Ed Cernic Jr.; Adam Murphy; Jonathan Gleason (7). Nays: None (0)

**Hangar Shell Building – RACP Grant**

- **We recommend that the Airport Authority approve being the grant applicant/grant recipient and the submission of a six (6) month grant application extension request.**

Adam Murphy made a motion for the Airport Authority to approve being the grant applicant/grant recipient and the submission of a six (6) month grant application extension request. The motion was seconded Jolene Wesner.

Yeas: Rick McQuaide; Tim McIlwain; Jim Brazill; Jolene Wesner; Ed Cernic Jr.; Adam Murphy; Jonathan Gleason (7). Nays: None (0)

**Enplanements:** Mike Parrish, (Chair), Jonathan Gleason, Adam Murphy, Larry Hoover, and Larry Nulton  
**N/A**

**Military:** Adam Murphy, (Chair), Tim McIlwain, and Jolene Wesner  
**N/A**

**Personnel:** George Arcurio, (Chair), Ed Cernic Jr, Jolene Wesner  
**N/A**

**9. Resolutions**

**10. Adjournment**

The meeting was adjourned at 4:29 pm

**Minutes approved by  
Jonathan Gleason**