

Minutes –June 18th, 2024
Johnstown, Cambria County Airport Authority

The regular meeting of the Johnstown Cambria County Airport Authority was called to order by Rick McQuaide at 3:30 pm on Tuesday June 18th, 2024.

Members Present: Rick McQuaide, Tim Mcllwain, Tyler Trimbath, Mike Parrish, George Arcurio Jonathan Gleason via phone. Jim Brazill, Adam Murphy and Ed Cernic Jr

Members Absent:

Others Present: Cory Cree, Airport Manager, Heather Tomasko, Assistant Airport Manager; Josh Keyser Airport Operations Supervisor, Tyler Nesbella, TranSystems; Attorney Tim Leventry, Solicitor; Dennis Kotzan, Accountant via phone, Nathan Pilkington, JST SkyWest General Manager, Larry Hoover, Airline Committee Member, Tom Chernisky Cambria County Commissioner r, and Dave Hurst, Tribune Democrat reporter.

MINUTES:

Mike Parrish made a motion to approve the minutes of the May 21st, 2024 Board Meeting. The motion was seconded by Tim Mcllwain and passed by the following vote:

Yeas: Rick McQuaide, Tim Mcllwain, Tyler Trimbath, Mike Parrish, George Arcurio Jonathan Gleason via phone. Jim Brazill, Adam Murphy and Ed Cernic Jr (9). Nays: None (0)

SkyWest/United Report: Nathen, JST SkyWest
Reviewed the SkyWest reports.

FBO Report: Dr. Larry Nulton

- Reviews the attendance of Aerium.
 - 346 attendees
 - 98 students from 21 schools
 - 27 exhibitors
 - 22 sponsors
 - 52 speakers
 - 21 articles across the country
 - 2 local news broad casts
 - 6 elected officials
 - The Assistant Secretary of Aviation of International Affairs, Annie Petsonk
 - Congressmen John Joyce
 - Lt. Governor Austin Davis
 - 3 Cambria County Commissioners
 - Senator Wayne Langerholc

Treasure's Report:

Reviewed Financials

Ed Cernic Jr made a motion to approve the Treasurer's Report, the motion was seconded by Adam Murphy and passed by the following vote:

Yeas: Rick McQuaide, Tim Mcllwain, Tyler Trimbath, Mike Parrish, George Arcurio Jonathan Gleason via phone. Jim Brazill, Adam Murphy and Ed Cernic Jr (9). Nays: None (0)

Manager's Report: Cory Cree:

Developer's Agreement

- On December 21, 2021, the Airport Authority entered into a Developer's Agreement with Cambrian Hills Development Group, LLC.
- The Agreement was for a three (3) year term commencing January 1, 2022 and expiring December 31, 2024.
- Section 3 Option Term of the Agreement stated:
 - "The Authority shall grant to Developer a one (1) year extension of this Developer's Agreement beyond the end of the original Term provided Developer requests the extension ninety (90) days prior to the expiration of the original term and the Authority in its sole discretion determines the Developer is entitled to the one (1) year extension based upon Developer's past performance."*
- On June 10, 2024, Dr. Larry Nulton, Managing Member of Cambrian Hills Development Group, LLC, submitted a letter requesting an extension of the Agreement for an additional five (5) years, stating this extended timeframe will provide the necessary period to fully realize the development potential of the Parcels and achieve the shared goals of both the Developer and the Authority.
- **Recommendation: Based on Dr. Nulton's efforts to obtain grant funds to develop the Keystone Opportunity Expansion Zone (KOEZ) and his pursuit of companies to move to the Airport and to the KOEZ, we recommend that the Airport Authority approve the requested five (5) year Developer's Agreement extension, which extension would commence on January 1, 2025 and would expire on December 31, 2029.**
- **The action to approve this item is listed on the agenda under the Facility and KOZ Committee.**

Restaurant / Café

- As presented last month, in response to the Request for Proposals (RFP) to lease and operate a restaurant and/or café in the Terminal Building, four (4) written proposals were received.
- Updates for this month:
 - o On June 5th, the Restaurant Subcommittee interviewed two (2) of the potential tenants that had submitted a proposal.
 - o The Restaurant Subcommittee has a recommendation for the selection of the new tenant.
 - o We need to discuss the economic lease terms of the potential new tenant, which will be discussed in the executive session as listed on the agenda.
- **Recommendation: We recommend that the Airport Authority approve the Restaurant Subcommittee's recommendation for the selection of the new restaurant/café tenant, authorize the Restaurant Subcommittee to negotiate and finalize the lease agreement with the new restaurant/café tenant, and authorize the Airport Manager to execute the finalized lease agreement.**
- **The action to approve this item is listed on the agenda under the Restaurant Subcommittee.**

Airport Operations Report:

- Semiannual testing of the ARFF trucks occurred on 5/22/24. With the use of the No Foam system, testing is able to be completed without any discharge of foam.
- A failure of a RWY 23 edge light occurred. Parts have been ordered and received. The failed components were covered by the manufacturer's warranty.
- A failed RWY 33 light that was sent to the manufacturer for repairs has been returned. The repairs were covered under warranty.
- On 6/4 representatives from the Army Corps of Engineers as well as FAA were on site to review the wetland delineation, which was completed last September. Escorts for the representatives within the AOA were necessary.

Kimball’s Engineer’s Report: Tyler Nesbella

1) FFY 2023 Rehabilitate Taxiways A and A1 (Crack Seal, Seal Coat, and Remark Pavement)

- a) Construction started April 29th and was complete on May 15th.
- b) A substantially complete inspection was completed on May 17th.
- c) Once the punch list items are addressed, the final inspection will be scheduled.
 - i) Punch list items being addressed June 18, 2024. (today)
- d) Quaker Sales submitted Application and Certification for Payment #2. TranSystems has reviewed the application and recommends payment in the requested amount of **\$368,956.08**.
Board Action Requested.

FAA AIP No.	Total Grant (100%)	FAA Share (95%)	State Share (2.5%)	Sponsor Share (2.5%)
3-42-0045-062-2023	\$440,085.00	\$418,080.00	\$11,002.00	\$11,103.00

Rehabilitate Pavement

We recommend approval of payment of Quaker Sales’s Payment Application No 2 in the amount of \$368,956.08.

Yeas: Rick McQuaide, Tim Mcllwain, Tyler Trimbath, Mike Parrish, George Arcurio Jonathan Gleason via phone. Jim Brazill, Adam Murphy and Ed Cernic Jr (9). Nays: None (0)

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”):

Audit. By letter dated June 3, 2024, we responded to Sarah Sernell, CPA of Kotzan CPA & Associates relative to their annual audit of the Airport.

Notice of Intent. By letter dated June 6, 2024, I advised Cory Cree on his proposed Notice of Intent to Amanda Artim relative to the restaurant and café and recommended the following:

- 1. Specification of who the Lessee will be, whether Amanda Artim individually or a business entity.
- 2. The hours the restaurant and café will be open. It is very important from the Airport’s perspective to know the times when the restaurant and café will be open so the Airport knows food service will be available to its passengers.
- 3. Regarding the rent being contingent on sales exceeding \$3,000 per month, addition of a requirement that the Tenant will provide to the Landlord each month an income and expense statement showing the revenue.
- 4. Adding a paragraph discussing utilities (i.e. who is responsible for paying the utilities for this property, which primarily would include gas and electricity).
- 5. Including a provision stating the Tenant’s patrons will utilize the parking lot for the Airport Authority and describe where the two (2) lots are located.

Committee Reports

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

Developer's Agreement

We recommend that the Airport Authority approve the requested five (5) year Developer's Agreement extension, which extension would commence on January 1, 2025, and would expire on December 31, 2029.

Yeas: Rick McQuaide, Tim Mcllwain, Tyler Trimbath, Mike Parrish, George Arcurio Jonathan Gleason via phone. Jim Brazill, Adam Murphy and Ed Cernic Jr (9). Nays: None (0)

Restaurant Sub Committee: Tim Mcllwain, Jim Brazill and Tyler Trimbath

Restaurant

We recommend that the Airport Authority approve the Restaurant Subcommittee's recommendation for the selection of the new restaurant/café tenant, authorize the Restaurant Subcommittee to negotiate and finalize the lease agreement with the new restaurant/café tenant, and authorize the Airport Manager to execute the finalized lease agreement.

Yeas: Rick McQuaide, Tim Mcllwain, Tyler Trimbath, Mike Parrish, George Arcurio Jonathan Gleason via phone. Jim Brazill, Adam Murphy and Ed Cernic Jr (9). Nays: None (0)

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

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

- N/A

Military: Adam Murphy, (Chair), Tim Mcllwain

- N/A

Personnel: George Arcurio, (Chair), Ed Cernic Jr, and Tyler Trimbath

- N/A

Executive Session Start 4:48 End 4:48

- Restaurant / Café – Proposals – To discuss the economic lease terms of each proposal.
- Two (2) Unit Corporate Hangar Project- To discuss the construction contract overruns and associated liability.

10. Adjournment

The meeting was adjourned at 4:52 P.M.

**Minutes approved by
Jonathan Gleason**