

Minutes –September 17th, 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 September 17th, 2024.

Members Present: Rick McQuaide, Tim Mcllwain, Tyler Trimbath, Jim Brazill, George Acurio, Ed Cernic Jr, Mike Parrish, via phone, Adam Murphy, via phone, and Jonathan Gleason via phone, late (3:36)

Members Absent: Mike Parrish, George Arcurio

Others Present: Cory Cree, Airport Manager, Heather Tomasko, Assistant Airport Manager; Rick Holes, TranSystems; Attorney Tim Leventry; Solicitor; Dennis Kotzan, Accountant, Megan Koch, SkyWest, Larry Hoover, Airline Committee Member, Dave Hurst, Tribune Democrat reporter Cambria County Commissioner Tom Chernisky and Cambria County Commissioner Keith Rager

MINUTES:

George Acurio. made a motion to approve the minutes of the July 23rd, 2024, Board Meeting. The motion was seconded by Jim Brazill and passed by the following vote:

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

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

FBO Report: N/A

Treasure’s Report:
Reviewed Financials

George Acurio made a motion to approve the Treasurer’s Report, the motion was seconded Ed Cernic Jr and passed by the following vote:

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

SkyWest/United Report: Megan Koch

Manager’s Report: Cory Cree:

Certificates of Deposit (CDs)

- On September 12th, this agenda item was reviewed with the Finance and Administration Committee.
- We have three (3) Certificates of Deposit (CDs) with Ameriserv that will mature on September 24, 2024.
- Based on our previous research in July when we had CDs maturing, we know AmeriServ Financial is the only local bank willing to provide a waiver of the early withdrawal penalty.
- We contacted AmeriServ Financial, who provided interest rates for their 6-month, 12-month, and 18-month CDs.
- **Recommendation: We recommend that the Airport Authority approves reinvesting the maturing funds into three (3) new CDs with Ameriserv Financial with the following amounts, rates, and terms.**

| CD Investment Amount | Interest Rate | Term |
|----------------------|---------------|-----------|
| \$250,000.00 | 4.80% | 6 months |
| \$250,000.00 | 4.65% | 12 months |
| \$250,000.00 | 4.50% | 18 months |

- **The action to approve this item is listed on the agenda under the Finance and Administration Committee.**

Eastside Development Project

- On September 12th, this agenda item was reviewed with the Facility and KOZ Committee.
- As you may recall, as part of the Eastside Development Project, we plan to widen Fox Run Road to support 2-way traffic.

- As a part of the project, TranSystems is proposing to install three inlets and an 18-inch SLCPP pipe near the intersection of Fox Run Road and Airport Road. Two inlets and a portion of the 18-inch SLCPP pipe will be within the Airport Road Right-of-Way (ROW).
- PennDOT has stated that two HOPs (Highway Occupancy Permits) need to be obtained; one HOP for the road widening and one Utility HOP for the drainage improvements to be connected to the PennDOT drainage system.
- Neither PennDOT nor Richland Township are willing to accept the responsibility of any future maintenance, repair, or replacement of these drainage improvements.
- PennDOT has stated that the HOP application for the drainage improvements should be submitted by the municipality, i.e., Richland Township. PennDOT has also stated that the property owner, i.e., the Airport Authority, may be a co-applicant.
- PennDOT has suggested that the Airport Authority enter into an agreement with Richland Township for the Airport Authority to take on the financial and physical responsibility for the installation, maintenance, repair, and replacement of the proposed drainage system improvements within the PennDOT ROW.
- PennDOT has also suggested that the Airport Authority and Richland Township be co-applicants on the Utility HOP application.
- Solicitor Leventry has prepared the attached agreement.
 - o If the Township finds the agreement acceptable, the Airport Authority and Richland Township would be co-applicants on the Utility HOP application.
 - o If the Township finds the agreement acceptable and PennDOT approves the Utility HOP, the Airport Authority would be financially and physically responsible for the installation, maintenance, repair, and replacement of the proposed drainage system improvements within the PennDOT ROW.
- **Recommendation: We recommend that the Airport Authority approve entering into an Agreement, as prepared by Solicitor Leventry, with Richland Township wherein the Airport Authority would accept the financial and physical responsibility for the installation, maintenance, repair, and replacement of the proposed drainage system improvements and Richland Township would agree to be a co-applicant on the Utility HOP permit application.**
- **The action to approve this item is listed on the agenda under the Facility and KOZ Committee.**

FAA Land Lease Agreement for MALSR

- On September 12th, this agenda item was reviewed with the Facility and KOZ Committee.
- As you may know, the Airport has a Medium Intensity Approach Lighting System (MALSR), which is aligned with the approach of Runway 33 and installed along the extended runway centerline. (These are the lights that go across Route 219.) The MALSR provides a pilot with guidance for an instrument approach.
- On Monday, September 9th, we received a proposed 20-year land lease agreement from the FAA for the land required for the MALSR. The proposed lease area is highlighted on the attached map.
- This a "No Cost" Agreement.
 - o Per the agreement: The Government shall pay the Airport Authority no monetary consideration. It is mutually agreed that the rights extended to the Government herein are in consideration of the obligations assumed by the Government in its establishment, operation and maintenance of facilities upon the premises.
- Solicitor Leventry reviewed the Agreement.
 - o Solicitor Leventry discovered a conflict with the FAA's proposed land lease agreement and the existing farming lease for the same area. Solicitor Leventry planned to contact the FAA's Real Estate Contracting Officer to resolve this matter.
- **Recommendation: Pending Solicitor Leventry's review and any applicable revisions, we recommend that the Airport Authority authorize the Airport Manager to execute the land lease agreement referenced as FAA Contract No. 69435Z-23-L-00142.**
- **The action to approve this item is listed on the agenda under the Facility and KOZ Committee.**

Airport Operations Report:

- Remarketing of the airfield has been completed. This was a lengthy project that required extra effort from all staff to complete.
- We converted the apron in front of Hangar 15 into a temporary parking lot. This will be used by St Francis and the flight school during the construction of the permanent parking lot and access road.
- A substantial thunderstorm on 8/29/24 caused multiple failures to lights, the Runway 5-23 lighting system, and equipment.
 - o RWY 5/23 suffered a failure that caused a complete outage of the edge lights and signs associated with that circuit. Hours of troubleshooting and testing revealed damage to a printed circuit board in the regulator that controls the lighting circuit. Electricians were called for assistance and a temporary connection was made to restore the lighting circuit. Replacement parts have been ordered but are not currently available from the manufacturer. It is unknown when we will receive the parts to make a permanent repair.
 - o Multiple lightning strikes caused 7 of the RWY 15/33 lights to fail. Our 2 spares were used to troubleshoot and were then installed. The failed lights have been returned to the manufacturer for repairs. It is expected to take a few months before the lights will be returned to us.
 - o The RWY 15/33 approach lights (FAA owned and maintained) were also damaged by the storm. FAA techs were able to make the needed repairs to restore the lights a few days later.
 - o One of our farm tractors was stuck by lightning during the storm. The roof of the cab and the electrical wiring received substantial damage. We are awaiting a mechanic to provide an estimate for repairs.
 - o An insurance claim has been started for the damage caused by the thunderstorms.

Kimball’s Engineer’s Report: Rick Holes

1) FFY 2022 Project – Construct 2-Unit Hangar

- a) Darr turned over the keys to the building and the Authority has use of the units.
- b) TranSystems will be closing this project immediately now that the final items have been addressed.

| FAA AIP No. | Total Grant (100%) | FAA Share (100%) | State Share (0%) | Sponsor Share (0%) |
|--------------------|--------------------|------------------|------------------|--------------------|
| 3-42-0045-063-2023 | \$2,452,823.00 | \$2,452,823.00 | \$0.00 | \$0.00 |

2) FFY 2024 Fox Run Road Widening and Rehabilitation

- a) Construction is tentatively scheduled to begin on September 23rd.
- b) The construction contracts are fully executed.
- c) The Authority Solicitor is reviewing the stormwater maintenance agreement. Once the agreement is acceptable, it will be submitted to Richland Township. This will require the airport to take on the maintenance of these pipes. Once the agreement is approved by the Township, the utility HOP can be submitted to PennDOT.
- d) It is anticipated that the Roadway portion of the project will be mostly completed in 2024, weather dependent. All the Apron work will be delayed until 2025.
- e) Utility coordination
 - a) Breezeline – the underground portion of the fiberoptic line to the St. Francis Facility will need to be relocated because it is within the widening of the roadway, and it is less than 12” deep. Breezeline’s cost estimate is \$13,000 to pull new cables through conduit and perform splices. Two 3” conduits and two manholes will need to be installed by HRI from near the existing security gate to Hangar 15. HRI to provide a quotation to perform this additional work. It would be paid from the Unforeseen Utility Costs item (\$250,000) included in the contract.
 - b) Peoples Natural Gas – the gas meter for the St. Francis Facility will be in the middle of the parking lot. Relocation is to be performed to another location to be finalized. Peoples has contacted us and require an approximate \$1,200 fee for connecting a new service line to the building. This cost will be taken from the Unforeseen Utility Costs item in the contract.

3) SFY 2023 Hangar 15 Apron, Parking lot, and Relocate Fence/Gate

- a) Construction is tentatively scheduled to begin on September 23rd.
- b) It is anticipated that the Roadway portion of the project will be mostly completed in 2024, weather dependent. All the Apron work will be delayed until 2025.

Solicitor’s Report: Attorney Tim Leventry

GENERAL SESSION MATTERS:

Hangar 19A Lease with Nulton Aviation Services. By letter dated August 20, 2024 to Cory Cree, I provided comments and modifications to the proposed Hangar Lease for Hangar 19A by Nulton Aviation. Attached hereto is a copy of the letter with my comments and recommendations.

Cooperation and Stormwater System Maintenance Agreement. We prepared this Agreement for Richland Township to be a co-applicant with the Authority for the Utility Highway Occupancy Permit relative to Eastside Development and widening of Fox Run Road. The Authority would be responsible for the cost of the initial installation and any future repairs, maintenance and replacement. Richland Township would agree to be a co-applicant.

FAA Lease Agreement. Our office reviewed the new Lease Agreement with the Government (FAA) for approximately 15 acres across Highway 219 for the MALSR approach lighting system. The Airport has previously entered into farm leases for a portion of the property, so we have to coordinate with the FAA modifications to the FAA’s lease regarding these farm leases. A copy of my letter to Cory Cree regarding this new FAA Lease is attached

Committee Reports

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

Certificates of Deposit (CDs)

We recommend that the Airport Authority approves reinvesting the maturing funds into three (3) new CDs with Ameriserv Financial with the following amounts, rates, and terms.

| CD Investment Amount | Interest Rate | Term |
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| \$250,000.00 | 4.80% | 6 months |
| \$250,000.00 | 4.65% | 12 months |
| \$250,000.00 | 4.50% | 18 months |

Tim Mcllwain made a motion to approve the reinvesting the maturing funds into three (3) new CDs with Ameriserv Financial with the following amounts, rates, and terms. The motion was seconded by Ed Cernic Jr and passed by the following vote:

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

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

FAA Land Lease Agreement for MALSR

Pending Solicitor Leventry’s review and any applicable revisions, we recommend that the Airport Authority authorize the Airport Manager to execute the land lease agreement referenced as FAA Contract No. 69435Z-23-L-00142.

Tyler Trimbath. made a motion to authorize the Airport Manager to execute the land lease agreement referenced as FAA Contract No. 69435Z-23-L-00142. The motion was seconded by Ed Cernic Jr and passed by the following vote:

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

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

Disposal of Snow Removal Equipment (SRE)

Tim Mcllwain made a motion to approve the disposal of the 2002 Kodiak Snow Blower and the 2002 Kodiak Snow Broom at the discretion of the Airport Manager. The motion was seconded by Adam Murphy and passed by the following vote:

Yeas, Rick McQuaide Tim Mcllwain, Tyler Trimbath, Adam Murphy. Jim Brazill, Adam Murphy and Ed Cernic Jr (8). Nays: None (0)

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

- N/A

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 4:18 End 4:37

Executive Session

- Engineer of Record- Contract negotiations- To review the terms and conditions of the current Agreement.

10. Adjournment

The meeting was adjourned at 4:38 P.M.

**Minutes approved by
Jonathan Gleason**