

Minutes –February 18th, 2025
Johnstown, Cambria County Airport Authority

The regular meeting of the Johnstown Cambria County Airport Authority was called to order by Jonatha Gleason Vice Chair at 3:30 pm on Tuesday February 18th 2025

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

Members Absent: Tim McIlwain

Others Present: Cory Cree, Airport Manager, Heather Tomasko, Assistant Airport Manager; Josh Keyser, Airport Operations Supervisor, Rick Holes, via phone TranSystems; Attorney Tim Leventry; Solicitor; Dennis Kotzan, Accountant, Nathan Pilkington, SkyWest, Larry Hoover, Airline Committee Member, David Hurst, Tribune Democrat, Keith Rager Cambria County Commissioner. And Juan Camacho Restrepo, Marketing Intern from Mount.

MINUTES:

George Acurio made a motion to approve the minutes of the January 21st, 2025, Board Meeting. The motion was seconded by Ed Cernic Jr and passed by the following vote:

Yeas, Rick McQuaide Ed Cernic Jr, Tyler Trimbath, George Acurio, Mike Parrish, Adam Murphy, Jim Brazill and Jonathan Gleason (8). Nays: None (0)

SkyWest/United Report: Nathan Pilkington, JST SkyWest
Reviewed the SkyWest reports.

FBO Report:
N/A

Treasurer's Report:

Reviewed Financials

George Acurio made a motion to approve the Treasurer's Report, the motion was seconded by Rick McQuaide and passed by the following vote:

Yeas, Rick McQuaide Ed Cernic Jr, Tyler Trimbath, George Acurio, Mike Parrish, Adam Murphy, Jim Brazill and Jonathan Gleason (8). Nays: None (0)

Manager's Report: Cory Cree

Demand and Leakage Study

- On January 30, 2025, Heather Tomasko and I participated in a Zoom meeting with Gary Foss, ArkStar.
- Gary Foss recommended the completion of a Demand and Leakage Study, which could then be used to pursue additional airlines, such as an Ultra-Low-Cost Carrier and/or a Charter Airline.
- Gary stated they would complete the Demand and Leakage Study for \$7,500.00, they would start preparing the Study the first week of March and complete the study by the end of March 2025.
- Once the Study is completed, ArkStar can put together airline presentations.
- **Recommendation: We recommend that the Airport Authority approve ArkStar to complete a Demand and Leakage Study for a Lump Sum of \$7,500.00.**
- **The action to approve this item is listed on the agenda under the Enplanement Committee.**

Media Campaign

- On January 30, 2025, Heather Tomasko and I participated in a Zoom meeting with Gary Foss, ArkStar.

- As was done in 2024, in 2025 ArkStar is willing to complete an airline media campaign for Johnstown Airport utilizing the marketing funds committed annually by SkyWest Airlines to market the air carrier service at Johnstown Airport. Thus, it would result in zero out-of-pocket costs to the Airport Authority.
- Some statistics from ArkStar's 2024 media campaign include:
 - o They reached 167,000 unique individuals with air travel history who live in the 71 zip codes in the Johnstown catchment area or in the 43 zip codes in the Latrobe catchment area.
 - o Each individual received, on average, 7 ads during the campaign.
 - o The campaign was strategically focused on Florida and the Johnstown Top 15 markets to ensure maximum impact.
 - o Almost 25k people clicked through to united.com.
- The media campaign could potentially run from mid-March 2025 to mid-May 2025.
- As part of the media campaign, ArkStar will produce five (5) television commercials, as they have done as part of their previous media campaigns. ArkStar typically distributes those commercials to only bona fids air travelers via Smart TV. They do that by marketing only to cell phones residing closer to our airport, but seen at Pittsburgh International Airport (PIT), Arnold Palmer Regional Airport (LBE), and North Central West Virginia Airport (CKB). ArkStar is also willing to provide those commercials to us for local distribution, as well.
- As was approved at a prior Airport Authority meeting, we are coordinating with the KSA Group for the submission of a marketing grant. If successful in obtaining a grant, we also plan to utilize ArkStar for a portion of that marketing effort.
- **Recommendation: We recommend that the Airport Authority approve utilizing ArkStar to complete a media campaign of the air carrier service at Johnstown Airport using the marketing funds annually committed by SkyWest Airlines.**
- **The action to approve this item is listed on the agenda under the Enplanement Committee.**

SkyWest Airlines' Headquarters Visit

- On January 30, 2025, Heather Tomasko and I participated in a Zoom meeting with Gary Foss, ArkStar.
- Gary explained that approximately 60% of EAS communities served by SkyWest Airlines visit the SkyWest Airlines' headquarters in St. George, Utah.
- With our current EAS Contract set to expire this fall, Gary recommended that we consider visiting SkyWest Airlines' headquarters this spring, which will be at the Airport Authority's expense.
- Gary recommended that he along with the Airport Manager, Airport Authority Chairman, and Dr. Larry Nulton travel to and visit SkyWest Airlines' headquarters.
- Gary recommended that the Demand and Leakage Study first be completed, then we target a date in April or May to travel to SkyWest's Headquarters.
 - o As on February 5, 2025, estimated travel costs flying from Johnstown, PA (JST) to St. George, UT (SGU) include:
 - One (1) roundtrip ticket is approximately \$1,026.00 to \$1,275.00.
 - One (1) hotel room in the area is listed at \$127.00 to \$168.00 per night.
 - Estimates cost of \$2,000.00 per person for flight, hotel, food, and transportation expenses.
 - o Some cost savings could be experienced by flying from JST to Las Vegas, NV (LAS), and then renting a car to drive to/from St. George, UT.
- Gary explained that a typical EAS community visit would consist of:
 - o Evening of arrival, the EAS community would take the SkyWest Airlines staff out to dinner. (Estimated cost \$500.00 to \$600.00.)
 - o Day after arrival, the EAS community would present:
 - An overview of the community and the business case for JST. This would include:
 - Information from the Demand & Leakage Study
 - Improvements to Airport (Planned TSA Screening/Hold Area Expansion, Planned Parking Lot expansion)
 - Changes in market.

- The upcoming EAS contract.
- **Recommendation: Based on discussions with the Enplanement Committee, we recommend that the Airport Authority approve Cory Cree (Airport Manager), Tim McIlwain (Airport Authority Chairman), Dr. Larry Nulton (FBO Owner/Operator), and Gary Foss (Consultant) to travel to SkyWest Airlines' headquarters in St. George, Utah to meet with SkyWest Airlines' executives.**
- **The action to approve this item is listed on the agenda under the Enplanement Committee.**

Marketing Intern

- For the current Spring Semester, we have hired Juan Camacho Restrepo as an intern.
- He is a senior at Mount Aloysius College working on a Bachelor of Science Degree in Business Administration with a minor in Marketing and specializing in Sports Management.
- He has been meeting weekly with Heather via Microsoft Teams to review and to prepare marketing ads.
- Juan has developed a schedule for social media posts and has been coordinating and completing our social media posts on Facebook, Instagram, and X.
- He has also prepared some newspaper ads and prepared a flyer for a marketing event.

Airport Operations Report: Josh Keyser

- The failed impellor sensor on the large snowblower has been replaced and the unit returned to service.
- A spare caster wheel assembly for the large snowplows has been ordered and received. This will remain in storage until needed.
- The FAA Annual Part 139 Inspection occurred on 1/23/25 and 1/24/25. Everything went smoothly with the only findings being 2 faded sign panels and a missing piece of safety wire on a fuel truck. Both items have been corrected and the discrepancies closed out.
- Snow and ice removal has again dominated much of our time. Even after snowfall quits, there is a substantial amount of time required to clear all areas and remain within FAA compliance.
- An icing event on 2/2/25 required usages of New Deal RWY deicer. We were able to keep RWY 15/33 open throughout the event with this usage. Replacement deicer has been ordered and received.
- A significant icing event on 2/5 and 2/6 also required usage of New Deal Deicer. Flights were cancelled due to the heavy precipitation, but we were able to keep 15/33 open through and after the event. A warmup of air temperatures allowed the removal of ice from the TWYs and 5/23 and all were opened by late afternoon on the 6th.
- Another ice storm on 2/8 again required a RWY deicer to be applied. We were again able to remain open and remove the ice and slush from 15/33 and the apron. The rest of the TWYs and 5/23 however, remained closed due to approximately 1" of ice and a nil braking action.
- Icing on 2/12/25 again required usage of New Deal. We have ordered and received a replacement product.

Kimball's Engineer's Report: Rick Holes

1) SFY 2017 Project – Upgrade and Enhancement of the FBO Building

- a) This 2017 grant contained funds dedicated to Saint Francis University for scholarships (tuition, room, and board) and marketing, which is why this grant has remained open.
- b) SFU has submitted their final invoices for the referenced project, which TranSystems has reviewed and recommends for payment in the amount of \$45,533.54 **(Board Action Requested)**
- c) This will be the final project invoice and after reimbursement is received from the PennDOT BOA the grant will be closed out.

PennDOT BOA Grant Number	FAA Share (0%)	State Share (100%)	Sponsor Share (0%)	Total Project (100%)
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MMD-2017-JCCAA-00001	\$0.00	\$2,058,300.00	\$0.00	\$2,058,300.00
PennDOT BOA Grant Number	FAA Share (0%)	State Share (75%)	Sponsor Share (25%)	Total Project (100%)
MMD-2017-JCCAA-00002	\$0.00	\$375,000.00	\$125,000.00	\$500,000.00

Jonathan Gleason recommended that the Airport Authority approve the final invoice for Scholarships and marketing for Saint Francis University in the amount of \$45,533.54. The motion was seconded by Tyler Trimbath and passed by the following vote:

Yeas, Rick McQuaide Ed Cernic Jr, Tyler Trimbath, George Acurio, Mike Parrish, Adam Murphy, Jim Brazill and Jonathan Gleason (7). None (0) Jim Brazill abstained.

Solicitors' 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"):

Overflow Parking Issue. I reviewed emails and correspondence to Richland Township relative to the overflow parking issue with Richland Township pertaining to the Willows Event Center. I communicated with Cory Cree regarding this issue. The August 18, 2021 letter from the Airport to Richland Township is attached.

Parking Lot Slip and Fall Case. The matter involving a TSA employee slipping and falling on the Airport's parking lot was reviewed with Cory Cree with recommendations provided on how to handle this matter.

MALSR. We performed a final review of the fully signed agreement for the MALSR light tower.

Silver Airways. Silver Airways filed for bankruptcy. It was determined the Airport is not owed any money from Silver Airways.

President Trump's Executive Order. We reviewed the Executive Order signed by President Trump pausing federal funding through the Office of Management and Budget. The order has temporarily been stopped by a Restraining Order.

Committee Reports

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

- N/A

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

- N/A

Military: Adam Murphy, (Chair), Tim McIlwain

- N/A

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

Demand and Leakage Study

Mike Parrish recommended that the Airport Authority approve ArkStar to complete a Demand and Leakage Study for a Lump Sum of \$7,500.00. The motion was seconded by George Acurio and passed by the following vote:

Yeas, Rick McQuaide Ed Cernic Jr, Tyler Trimbath, George Acurio, Mike Parrish, Adam Murphy, Jim Brazill and Jonathan Gleason (8). Nays: None (0)

Media Campaign

Ed Cernic Jr, recommend that the Airport Authority approve utilizing ArkStar to complete a media campaign for the air carrier service at Johnstown Airport using the marketing funds annually committed by SkyWest Airlines. The motion was seconded by Rick McQuaide and passed by the following vote:

Yeas, Rick McQuaide Ed Cernic Jr, Tyler Trimbath, George Acurio, Mike Parrish, Adam Murphy, Jim Brazill and Jonathan Gleason (8). Nays: None (0)

SkyWest Airlines' Headquarters Visit

Ed Cernic Jr recommend that the Airport Authority approve Cory Cree (Airport Manager), Tim McIlwain (Airport Authority Chairman), Dr. Larry Nulton (FBO Owner/Operator), and Gary Foss (Consultant) to travel to SkyWest Airlines' headquarters in St. George, Utah to meet with SkyWest Airlines' executives. The motion was seconded by Rick McQuaide and passed by the following vote:

Yeas, Rick McQuaide Ed Cernic Jr, Tyler Trimbath, George Acurio, Mike Parrish, Adam Murphy, Jim Brazill and Jonathan Gleason (8). Nays: None (0)

Executive Session

- **Personnel Matter**

Called to order by Jonathan Gleason at 4:30 pm. Executive Session ended at 5:03 pm

10. Adjournment

The meeting was adjourned at 5:04 P.M.

**Minutes approved by
Mike Parrish**