

Minutes – April 21th, 2026
Johnstown, Cambria County Airport Authority

The regular meeting of the Johnstown Cambria County Airport Authority was called to order by Tim McIlwain Board Chair at 3:30 pm on Tuesday April 21st 2026th.

Members Present: Tim McIlwain, Mike Parrish, via phone, Jonathan Gleason, Rick McQuaide Tyler Trimbath, via Phone. Jim Brazil, late via phone.

Members Absent, Ed Cernic, Adam Murphy and George Arcurio

Others Present: Cory Cree, Airport Manager, Heather Tomasko Assistant Airport Manager Josh Keyser, Airport Operations Supervisor, Tyler Nesbella, GFT; Attorney Tim Leventry; Solicitor; Dennis Kotzan, Accountant, Nathan Pilkington, SkyWest; Dave Hurst Tribune Democrat, Commissioner Tom Chernisky,

MINUTES:

Jonathan Gleason made a motion to approve the minutes of the March 17th, Board Meeting. The motion was seconded by Rick McQuaide. and passed by the following vote:

Yeas, Tim McIlwain, Mike Parrish, , Jonathan Gleason, Rick McQuaide Tyler Trimbath, and Jim Brazil, (6). Nays: None (0)

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

FBO Report:

- N/A

Treasurer's Report: Dennis Kotzan
Reviewed Financials

Rick McQuaide made a motion to approve the Treasurer's Report. The motion was seconded by Jonathan Gleason and passed by the following vote:

Yeas, Tim McIlwain, Mike Parrish, via phone, Jonathan Gleason, Rick McQuaide Tyler Trimbath, Jim Brazil, (6). Nays: None (0)

Manager's Report: Cory Cree

Marketing Campaign

- As was done in 2024 and 2025, ArkStar has proposed completing an airline media campaign for Johnstown Airport utilizing the \$20,000.00 of 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.
- ArkStar is proposing a media campaign to capitalize on the changes in services by Spirit at the Arnold Palmer Regional Airport and directed toward advertising the top destinations identified in the most recent Demand and Leakage study.
- It would be a three-month marketing campaign and should result in 1,000,000 impressions on Facebook, Facebook Video, Instagram, Digital Banner (Time, Newsweek, Forbes, Fortune, Fox News, CNN, and thousands of other publications), Google Search, and Streaming Television.
- **Recommendation: We recommend that the Airport Authority approves a 3-month marketing campaign by ArkStar utilizing the \$20,000.00 of marketing funds committed annually by SkyWest Airlines.**

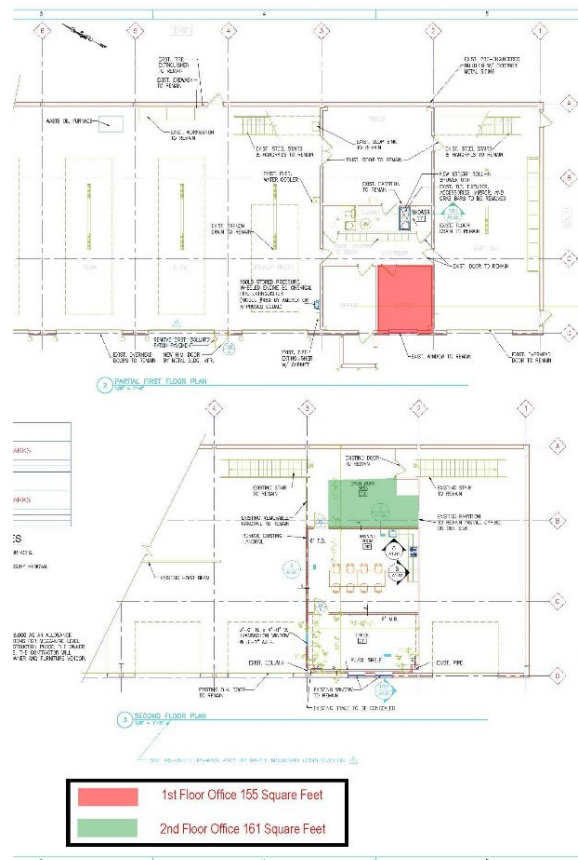
- **The action to approve this recommendation is listed on the agenda under the Enplanement Committee.**
- **Proposed Development – Runway 33 Approach**
- At the end of February, John Cenknor, owner of CPS Surveys, stopped at my office and stated that his client, Ms. Seitz, is interested in subdividing and developing Tax Map Parcels 50-004.-120.004 and 50-004.-120.005 located in Richland Township along Mount Airy Drive, which is outlined in yellow below.
- Mr. Cenknor explained that his client plans to create up to ten (10) parcels for up to ten (10) single family houses on those parcels. Prior to moving forward with the subdivision, Mr. Cenknor stated he was conducting a study to determine the feasibility of the proposed development, as well as to identify any hurdles to the proposed development.
- Based on an April 3, 2026 telephone call from Ms. Patricia Seitz, she said she may use the houses as rentals.
- The proposed development is located within the Runway Protection Zone (RPZ) of the Runway 33 approach.
- The FAA requires all federally obligated airport sponsors to comply with FAA Grant Assurances. This includes, but is not limited to, Grant Assurance 21, Compatible Land Use. The Johnstown Airport is a federally obligated airport.
- The purpose of the RPZ is to enhance the protection of people and property on the ground. Since the proposed development is located within the Runway 33 RPZ and based on FAA guidance, the proposed development is an incompatible land use within the RPZ. Since the Airport Authority doesn't own the property, the FAA does not have the authority to prevent the proposed development. However, the FAA requires the Airport Authority to object to the proposed development and to document our efforts. To satisfy the Airport Authority's obligations per the FAA Grant Assurances and the application FAA Advisory Circulars, we prepared the attached letter.
- **Recommendation: We recommend that the Airport Authority supports and approves the submission of a letter to Richland Township objecting to the proposed development.**
- **The action to approve this recommendation is listed on the agenda under the Facility and KOZ Committee.**



Proposed Lease Space for FAA Field Office

- On March 31, 2026, I received a call from Dennis Manges, FAA SSC (Systems Support Center) Manager.
- Mr. Manges manages the technicians that maintain and repair the FAA-owned navigational aids located here at the Johnstown Airport as well as at other airports under their jurisdiction.
- Here at the Johnstown Airport, the FAA owns and maintains the following navigational aids (NAVAIDS): VOR (VHF Omnidirectional Range), Localizer, MALSR (Medium Intensity Approach Lighting System), Runway 5 PAPI (Precision Approach Path Indicator), Runway 23 VASI (Visual Approach Slope Indicator), and Runway 15 VASI.
- The Airport Authority owns and maintains the following NAVAIDS: Runway 33 PAPI, Runway 5 REILs (Runway End Identifier Lights), and Runway 23 REILs.

- Mr. Manges and his staff's primary field offices are located at the DuBois Regional Airport. Mr. Manges inquired about available lease space for his staff at the Johnstown Airport. He was looking for office space for 2 or 3 technicians and 1 separate office for a manager.
- Having an FAA field office here at the Johnstown Airport would be beneficial by having the technicians on-site for any NAVAID repairs, rather than the FAA technicians traveling from DuBois or another location.
- In coordinating with Mr. Manges, we have office and parking space at the ARFF/Maintenance Building that would meet the FAA's needs and requirements. I provided Mr. Manges with the attached map highlighting some potential office lease space, which he found acceptable.
- At the September 19, 2023 Airport Authority meeting, the Airport Authority approved a motion to enter into a lease agreement with the FAA to lease office and parking spaces to the FAA to locate a field office at the Johnstown Airport for a lease rate to be negotiated by the Airport Manager, pending the Airport Authority's Solicitor reviewing and approving of the FAA's lease agreement.
- **Recommendation: We recommend that the Airport Authority approves entering into a lease agreement for the FAA to lease office and parking spaces at the Maintenance Building for an FAA field office at the Johnstown Airport for a lease rate to be negotiated by the Airport Manager, pending the Airport Authority's Solicitor reviewing and approving of the FAA's lease agreement.**
- The action to approve this recommendation is listed on the agenda under the Finance and Administration Committee.



ASOS Relocation

- As stated above, based on the proposed location of the hangar relative to the location of the existing the ASOS (Automated Surface Observing System), the ASOS will need to be relocated prior to the hangar being constructed.

- The FAA plans to install a new AWOS-C at the new proposed location rather than moving/relocating the ASOS. An ASOS and AWOS-C will provide the same weather information. The new AWOS-C will be owned and maintained by the FAA. The existing ASOS is owned by the National Weather Service.
- The general project steps to relocate the ASOS are:
 - o GFT will complete a field survey, determine the location of the relocated ASOS (will most likely be a new AWOS-C), and will complete the siting of the location (per AWOS-C siting order – 6560-20c) to verify the location is acceptable.
 - o The FAA will review and approve of the proposed location and siting.
 - o Based on a standard drawing from the FAA, GFT will complete the design for the site preparation of the relocated ASOS/new AWOS-C and to provide electrical power to the site.
 - o The FAA will review and approve of the proposed design drawings for the site preparation.
 - o GFT will advertise, bid, and oversee the construction work for the site preparation project.
 - o The FAA will provide and install the new AWOS-C.
 - o GFT will prepare and provide as-built drawings to the FAA.
- Agreements
 - o The FAA will require and has provided a draft Non-Federal Reimbursable Agreement to assist with the ASOS relocation.
 - o GFT has prepared and provided an Engineering Work Order for their portion of the work, i.e., siting and site preparation.
- Funding
 - o The FAA Reimbursable Agreement, GFT's Engineering Work Order, and the associated construction work are eligible for grant funding through for federal funding through the Infrastructure Investment and Jobs Act - Airport Infrastructure Grants (AIG) funding, formerly known as Bipartisan Infrastructure Law (BIL) funding.
- ASOS Equipment
 - o The FAA will provide and install the AWOS-C equipment.
 - o The site preparation construction work will need to be publicly bid.
- Based on the estimated construction costs, the draft engineering agreement, the draft FAA reimbursable agreement, and estimated bid advertisement and IFE costs, below is the total estimated project costs.

Description	Subtotals	Total
Administrative Fees – Airport Authority		
- IFE by Midstate Consultants, Inc.	\$4,000.00	\$5,100.00
- Bid Advertisement – Tribune Democrat	\$1,100.00	
Professional Fees		
- Engineering Work Order JST #2026-001 (GFT)	\$220,992.00	\$472,955.49
- Reimbursable Agreement (FAA)	\$251,963.49	
Construction Costs		
- Base Bid	\$500,000.00	\$500,000.00
	Total	\$978,055.49

- **Recommendations:**
 - o **We recommend that the Airport Authority approves the draft FAA Non-Federal Reimbursable Agreement in an amount of \$251,963.49 pending FAA ADO grant funding.**
 - o **We recommend that the Airport Authority approves GFT's draft Engineering Work Order #2026-01 Relocate ASOS in an amount of \$220,992.00 pending a favorable Independent Fee Estimate (IFE) and the FAA's concurrence.**
 - o **The action to approve this recommendation is listed on the agenda under the Finance and Administration Committee.**

Multi-Unit Hangar Project

- As we discussed at last month's Committee meeting, we have a \$1,500,000 (\$1,125,000 75% State Share / \$375,000 25% Local Share) State Capital Budget (CB) Grant for the site preparation of the multi-unit hangars to

be constructed on the north side of the Airport Operations Maintenance Building. GFT is planning to begin advertising the site preparation work for bid later this week or early next week.

- We also plan to use \$1,241,000 (\$1,178,950 95% FAA Share / \$62,050 5% State/Local Share) of Infrastructure Investment and Jobs Act (IIJA) - Airport Infrastructure Grants (AIG) funding, formerly known as Bipartisan Infrastructure Law (BIL) funding, to acquire and construct the first 4 hangar units of the 8 hangar total units.
- On April 9, 2026, we received GFT's draft Engineering Work Order, as well as the the construction cost estimate and a site drawing.
- GFT acknowledged that the estimated project costs are over the planned budget. GFT also stated that alternates will need to be developed to yield a fundable construction project. Alternates can be developed once the design has progressed to a point where GFT will have a more detailed idea of the project costs.
- Some of the FY 2027 Infrastructure Investment and Jobs Act (IIJA) - Airport Infrastructure Grants (AIG) funding could be used to cover a portion of the higher than anticipated estimated project costs.
- Based on the estimated construction cost, draft engineering work order, and estimated bid advertisement and IFE costs, below is the total estimated project costs if the Base Bid and all Add Alternate were awarded.

Description	Subtotals	Total
Administrative Fees – Airport Authority		
- IFE by Midstate Consultants, Inc.	\$3,500.00	\$4,700.00
- Bid Advertisement – Tribune Democrat	\$1,200.00	
Professional Fees - GFT		
- Draft Engineering Work Order	\$224,531.00	\$224,531.00
Hangar Acquisition Costs		
- Hangar Acquisition Costs (4-Units)	\$400,000.00	\$400,000.00
Construction Costs		
- Base Bid	\$1,401,500.00	\$1,457,400.00
- Add Alternate No. 1	\$55,900.00	
Total		\$2,086,631.00
Planned Funding		\$1,241,000.00

- **Recommendation:** If the Airport Authority desires to move forward at this time, we recommend that the Airport Authority approve the execution of GFT's Engineering Work Order in the amount of \$224,531.00 pending a favorable Independent Fee Estimate (IFE) and the FAA's concurrence.
- The action to approve this recommendation is listed on the agenda under the Finance and Administration Committee.

Airport Operations Report: Josh Keyser

- A replacement cutting edge for the large plow trucks that was ordered late last year has been received. This will remain in storage until needed.
- The preconstruction meeting for the apron rehab project was held on March 24. Phasing plans were discussed with all the affected parties to minimize impacts to both the airline and FBO operations.
- Driver training was completed for the Quaker Sales foremen in anticipation of an upcoming start to the apron project. Quaker Sales has began survey work for the apron project.
- Members from Richland Township Fire Department were onsite for a look at the St Francis facility and our newly constructed hangar. A field tour and airport familiarization was also conducted while onsite.

GFT Report: Tyler Nesbella

1) FFY 2024 Fox Run Road Widening and Rehabilitation

- a) Construction began on October 1st.
- b) The temporary Waste Area HOP was closed.
- c) The Township building permit was approved on April 2, 2025.
- d) The contractor is substantially complete and is working on remaining punchlist items.
 - a) Fence Gate working but needs final adjustments
 - (1) A new Card Reader and Keypad need to be installed.
 - b) Fence has additional gaps beneath it that need filled
 - c) Top of Trash rack needs confirmed as completed.
 - d) Detention Basin require final touchups and seeding
 - e) Waste Area needs regraded before seeding.
 - f) Various locations need reseeded.
 - g) Contractor to Submit as-built survey points for review and submission to Harrisburg ADO
- e) Final Inspection completed on November 17, 2025.
- f) Engineering Supplements were submitted in December and were denied.
- g) Additional Calendar Day request was submitted by HRI and GFT is reviewing for Liquidated Damages purposes

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

- a) The Contractor is working on punchlist items. There were approximately forty (40) punchlist items. Major punchlist items remaining include:
 - a) Fence Gate working but needs final adjustment
 - (1) A new Card Reader and Keypad need to be installed.
 - b) Detention Basin require final touchups

3) 8-Unit Hangar – Site Preparation

- a) The location of the restrooms has been moved from the second set of hangars. Sewage facilities were revised to configure either a single restroom in the first hangar or a restroom in each hangar.
- b) Each hangar will have to be tied into the sewage system individually which will consist of a tap fee for each hangar. This can be done as each hangar is tied into the system.
- c) Final reviews were completed by the Airport and we are waiting on final reviews from the PennDOT BOA.
- d) The project is set to bid in April.
- e) Richland Township Planning Commission provided conditional approval on September 9, 2025, with the stipulation that once a hangar is built the associated parking lot is paved.
 - i) Paving of the parking lot will still be bid as an alternate.
 - ii) Paving had to be removed due to the amount of funding available and preliminary estimates.

4) RJ Hangar/Innovation Center – Site Preparation

- a) GFT's engineering agreement was executed by airport management.
- i) Supplement for additional drilling was completed and approved.
 - ii) Right now GFT is over on engineering fee through bidding. GFT is reviewing effort to see if anything was done outside of the scope and if a supplement is justified.
 - iii) Additional agreement will be completed for construction/closeout once the award is made.
- b) Design has been completed on Site Preparation and Hangar Layout.
- c) Project will be split into usable units of work for Federal CDS funds to be used.

- d) Internal design of the office space inside the RJ Hangar was finalized based on meeting between AE and Airport on 1/14/2025.
- e) RJ Hangar Site Preparation was advertised on March 15, 2026 and bid on April 2, 2026.
- f) Bid results came in under the Engineer's estimate.
- g) Award is dependent on RJ Hangar bids as funds will be allocated accordingly.

5) RJ Hangar/Innovation Center – Hangar Construction

- a) GFT's engineering agreement was executed by airport management.
- b) Internal design of the office space inside the RJ Hangar was finalized based on meeting between AE and Airport on 1/14/2025.
- c) Project was out to bid on April 13, 2026.
- d) Bids set to be opened in May.

6) FFY 2026 Relocate ASOS

- a) Engineering agreement sent to Airport for review.
- b) Meeting was held with the FAA to discuss scope of work and responsibilities.
- c) ASOS relocation must be completed prior to construction of the RJ Hangar.

Solicitors' Report: Attorney Tim Leventry

Non Federal Reimbursable Agreement. By letter dated March 30, 2026, I provided comments to Cory Cree regarding the Non-Federal Reimbursable Agreement:

1. Firstly, and by far most importantly, is the issue of payment. Throughout this Agreement the Airport Authority is responsible to pay for the majority of the work associated with this Agreement up front. In fact, the funds for the work have to be forwarded to a special account to be drawn down as the work is completed. In Cory's letter to me dated March 27, 2026, he stated the FAA's RA, the Airport's engineering work and the construction work are all eligible for FAA Grant Funding. Has a grant been approved for this project? It would not be in the Airport's best economic interest to enter into this Reimbursable Agreement, obligating itself to pay certain funds estimated to be at least \$251,963.49, without having prior grant approval.
2. In addition to the initial funding, Subparagraph C12 provides for the Airport to fund any mandatory upgrades. Will these upgrades also be covered by the FAA Grant?
3. Paragraph C22(iv). The sponsor is agreeing to construct the new ASOS or AWOS-C equipment, including the electrical wiring to this equipment. Is this work also covered by the proposed FAA Grant?
4. Paragraph C31 provides the Airport will be responsible to correct all deficiencies and obviously there would be a cost associated therewith.

There is a lot of coordination associated with this contract that the Airport, as the Sponsor, will be undertaking with its engineer and the FAA. Presumably with the assistance of the engineer, the Airport is prepared to take this project on with current staffing levels.

Provided the funding grants are in place through the FAA for this Project and the Airport believes it can

timely perform with the assistance of the Airport's engineer and current staff, I found the contract to be acceptable.

Parking Lot Variance. On April 8, 2026, we presented the case to the Richland Township Zoning Hearing Board ("ZHB") on behalf of the Airport Authority relative to the request for a parking lot variance. The ZHB approved the requested variances for the new parking area near the Buz Wagner Memorial. **Proposed Development in Runway 33 RPZ.** By letter dated April 9, 2026, we advised Cory Cree regarding the Richland Township Zoning Ordinance relative to the Airport Zone. Section 240-87, relative to use regulations, indicates residential structures may not be erected in the Airport Zone.

Executive Session

N/A

Committee Reports

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

Proposed Lease Space for FAA Field Office

Rick McQuaide made a motion that the Airport Authority approves entering into a lease agreement for the FAA to lease office and parking spaces at the Maintenance Building for an FAA field office at the Johnstown Airport for a lease rate to be negotiated by the Airport Manager, pending the Airport Authority's Solicitor reviewing and approving of the FAA's lease agreement. The motion was seconded by Tyler Trimbath and passed by the following vote:

Yeas, Tim McIlwain, Mike Parrish, via phone, Jonathan Gleason, Rick McQuaide Tyler Trimbath, Jim Brazil, (6).
Nays: None (0)

RJ Hangar / Innovation Center Project

Rick McQuaide made a motion that the Airport Authority approves the draft FAA Non-Federal Reimbursable Agreement in an amount of \$251,963.49 pending FAA ADO grant funding.
The motion was seconded by Tyler Trimbath and passed by the following vote:

Yeas, Tim McIlwain, Mike Parrish, via phone, Jonathan Gleason, Rick McQuaide Tyler Trimbath, Jim Brazil, (6).
Nays: None (0)

ASOS Relocation

Rick McQuaide made a motion that the Airport Authority approves GFT's draft Engineering Work Order #2026-01 Relocate ASOS in an amount of \$212,000.00 pending a favorable Independent Fee Estimate (IFE) and the FAA's concurrence. The motion was seconded by Mike Parrish and passed by the following vote:

Yeas, Tim McIlwain, Mike Parrish, via phone, Jonathan Gleason, Rick McQuaide Tyler Trimbath, Jim Brazil, (6).
Nays: None (0)

Multi-Unit Hangar Project

Rick McQuaide made a motion that the Airport Authority approve the execution of GFT's Engineering Work Order in the amount of \$224,531.00 pending a favorable Independent Fee Estimate (IFE) and the FAA's concurrence. The motion was seconded by Jim Brazil, and passed by the following vote:

Yeas, Tim McIlwain, Mike Parrish, via phone, Jonathan Gleason, Rick McQuaide Tyler Trimbath, Jim Brazil, (6).
Nays: None (0)

Facility and KOZ: Rick McQuaide, (Chair), Mike Parrish, Jim Brazill and Dennis Kotzan

Proposed Development – Runway 33 Approach

Jonathan Gleason made a motion that the Airport Authority supports and approves the submission of a letter to Richland Township objecting to the proposed development. The motion was seconded by Tim McIlwain I, and passed by the following vote:

Yeas, Tim McIlwain, Mike Parrish, via phone, Jonathan Gleason, Rick McQuaide Tyler Trimbath, Jim Brazil, (6).
Nays: None (0)

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

Marketing Campaign

Rick McQuaide made a motion that the Airport Authority approves a 3-month marketing campaign by ArkStar utilizing the \$20,000.00 of marketing funds committed annually by SkyWest Airlines.

The motion was seconded by Jim Brazil, and passed by the following vote:

Yeas, Tim McIlwain, Mike Parrish, via phone, Jonathan Gleason, Rick McQuaide Tyler Trimbath, Jim Brazil, (6).
Nays: None (0)

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

- N/A

Military: Adam Murphy, (Chair), Tim McIlwain, and Tyler Trimbath

- N/A

The meeting was adjourned at 4:24 P.M.

**Minutes approved by
Mike Parrish**