

Susquehanna Area Regional Airport Authority
Airport Operations Committee
February 17, 2023
Minutes

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 8:00 a.m. on Friday, February 17, 2023, with the following members of the Committee present:

Brian Enterline Erik Hume

Also attending were: Timothy Edwards (Executive Director), Marshall Stevens (Deputy Executive Director), Carolyn Van Newkirk (SARAA Board), William Leonard (SARAA Board), Michael Moskal (Deputy Director, Finance & Administration), Scott Miller (Deputy Director, Marketing, PR & Advertising), Lou Pirozzi (Deputy Director, Engineering & Planning), Belinda Svirbely (Deputy Director, Operations, Security & Public Safety), Mick Burkett (Deputy Director, Human Resources) and Camille Springer (Executive Assistant).

Guests: Eric Clancy, Rebecca Burk, Maggie McGahen
(Delta Development)

Public Comments: None.

Minutes: The minutes of the January 20, 2023 Airport Operations Committee were deemed approved with no changes.

Delta Development:

Capital Projects:

Airport Drive: Total Project Cost: \$11,497,130; Secured Public Funding: \$8,632,534

Public Funding:

- PennVEST PFAS Remediation Program: Secured Public Funding: \$6,700,809
- Dauphin County Local Share Municipal Grant Program: Secured Public Funding: \$22,000
- PA DEP Growing Greener Plus Grant Program: Secured Public Funding: \$152,655
- Dauphin County Local Share Municipal Grant Program: Pending Grant Request \$75,000
- PA DCED Statewide Local Share Account Program: Pending Grant Request \$497,357
- PCCD Local Law Enforcement Grant Program: Pending Grant Request \$177,499
- PA DCED Municipal Assistance Planning Grant Program: Develop Cost Estimate

Other:

2023 Project Prioritization and Public Funding Kick-off Meeting: January 9, 2023 (SARAA and Delta Development)

Marketing & Enplanement Report:

Mr. Miller reported that January 2023 MDT Operations were down 1.4% vs January 2022. CXY's operations were up 6.8%. January 2023 Air Cargo Tonnage decreased 11% vs January 2023. Tonnage over the past year is down 10%. January 2023 enplanements were 47,864, up 23% vs January 2022. Enplanements are 20% higher than a year ago. MDT enplanements could be down as much as 12% vs forecast due to flight cuts resulting from aircraft and crew availability.

Air Cargo Conference: Mr. Miller recently attended the Air Cargo Conference in Nashville. Improvements to the freight/air cargo industry will be seen in the 3rd quarter with a strong 4th quarter and 1st quarter 2024. MDT is well served by integrated carriers (FedEx, UPS and DHL). More cargo is coming to the East Coast. Staff will meet with AvFlight to determine cargo capabilities.

Marketing Campaign: The marketing campaign continues focused on Nashville, Fort Lauderdale, Myrtle Beach and Orlando.

Mass Casualty Training Exercise: The PA National Guard's 3rd Civil Support Term held a mass-casualty training exercise on 2/15/2023 in response to a chemical biological, radiological and nuclear related incident.

Project Update:

Mr. Pirozzi reported on the following:

Status of Major Projects:

HIA:

Cargo Apron Expansion, Phase 4: Substantial completion is anticipated by the end of March 2023.

Reconfigure Third Street: A preconstruction meeting was held on 1/20/2023. The contractor will mobilize the week of 2/20/2023.

Upgrade Water Plant, Phase 1, HIA: Temporary operating permits for Phase 1A were received. Work continues to progress on schedule.

BHS Control System Upgrade (Design), HIA: All bids surpassed the 120-day expiration period and have been rejected. This will be rebid pending FAA selection notifications.

Replace Escalators: Plans and specifications are at 90% and ready for finalization pending construction funding.

CXY:

Rehabilitate Taxiways B&C: the NTP/Construction anticipated to begin in April 2023.

GRA:

Construct South Aircraft Parking Apron, Phase V: NTP/Construction anticipated to begin in April 2023.

FCRA:

Update Master Plan: The aerial and ground survey is completed. Working Paper No. 1 is currently pending FAA submission.

Replace Community Hangar Roof (Design), FCRA: 100% design anticipated for March 2023. Waiting to identify funding for construction.

Stormwater Compliance Evaluation, HIA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a professional services contract with Geo-Technology Associates (GTA) in an amount not-to-exceed \$41,420 to conduct field investigations, complete sampling and prepare a report as required by National Pollutant Discharge Elimination System (NPDES) Industrial Stormwater Permit for HIA. SARAA is required to complete annual compliance evaluations in accordance with HIA's NPDES stormwater permit. GTA is recommended to provide these professional services based upon successful performance of similar work from 2011 through 2022. The cost of this work was included in the 2023 Environmental Studies budget and will be funded from SARAA's operation and maintenance account.

There were no objections to forwarding this item to the full Board for approval.

Stormwater Compliance Evaluation, CXY, GRA, FCRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a professional services contract with Geo-Technology Associates (GTA) in an amount not-to-exceed \$15,016 to conduct field investigations, complete sampling and prepare a report as required by the National Pollutant Discharge Elimination System (NPDES) Industrial Stormwater Permit at CXY, GRA and FCRA. GTA is recommended to provide these professional services based upon successful performance of similar work from 2011 through 2022. The cost of this work was included in the 2023 Environmental Studies budget and will be funded from SARAA's operating and maintenance account.

There were no objections to forwarding this item to the full Board for approval.

SARAA Legal Counsel Contract Extensions:

Recommendations:

1. Authorize the Executive Director to execute an Engagement Letter with Post & Schell for the first of the two 2-year option terms to begin immediately following the expiration of the initial five-year term.
2. Authorize the Executive Director to execute an Engagement Letter with Pillar+Aught for the first of the two 2-year option terms to provide legal services supplemental to the services provide by Post & Schell.

As is current practice, the law firm of Kaplan Kirsch Rockwell will continue to be available as needed to provide special legal assistance with emphasis on airport/aviation law issues.

There were no objections to forwarding this item to the full Board for approval.

Delta Development Consultant Contract:

Mr. Edwards reported that this is to approve a 36-month Consultant Agreement with Delta Development Group at a monthly regular retainer fee of \$10,500 per month (year one) and \$11,500 per month (year two and three) plus reasonable and ordinary expenses, The Agreement has been reviewed and approved by SARAA legal counsel. SARAA may terminate the agreement at any time, with or without cause, by providing 30 days prior written notice. The source of funding for the Consultant Agreement will be SARAA operation funds.

There were no objections to forwarding this item to the full Board for approval.

GA Airports:

Mr. Stevens reported on the following events at Capital City Executive Airport in 2023:

1. EAA Chapter 122 Events: Open House in May; Young Eagles Flights in September
2. SARAA Community Day, August 19
3. Ford Trimotor Event: June 2023
4. EAA Chapter 1041 Breakfasts at Gettysburg Regional Airport:
June 3-4; September 23-24

Adjournment: Mr. Enterline adjourned the meeting at 9:05 a.m.

Next Meeting: Friday, March 24, 2023, 8:00 a.m., HIA

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer