

**Susquehanna Area Regional Airport Authority**  
**Airport Operations Committee**  
**March 22, 2024**  
**Minutes**

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 8:12 a.m. on Friday, March 22, 2024, with the following members of the Committee present:

Brian Enterline            Bennett Chotiner

Also attending were: Timothy Edwards (Executive Director), Ryan Collins (Deputy Executive Director), Bill Leonard (SARAA Board), Carolyn Van Newkirk (SARAA Board), James Helsel (SARAA Board), Nelva Wright (SARAA Board), Erik Home (SARAA Board), James Gross, (SARAA Board), Stephen Libhart (SARAA Board), Lou Pirozzi (Deputy Director, Engineering & Planning), Michael Moskal (Deputy Director, Finance & Administration), Jamie Sides (Deputy Director, Maintenance), Mick Burkett (Deputy Director, Human Resources), Scott Miller (Deputy Director, Marketing, PR & Advertising), Kevin Bryner (Deputy Director, IT), Belinda Svirbely (Deputy Director, Operations, Security & Public Safety) and Camille Springer (Executive Assistant).

**Guests:** Delta Development: Rebecca Burk, Maggie MaGahen

**Public Comments:** None.

**Minutes:** The minutes of the February 23, 2024, Airport Operations Committee were deemed approved with no changes.

**Delta Development:**

PennVEST PFAS Remediation, Status: Reimbursements in PV Portal  
Dauphin County Local Share, Municipal Grant Program, Status: Award letter received, pending grant agreement and reimbursement.

CFA Multimodal Transportation Fund: Award announcement, March 26<sup>th</sup>, 2024

PennDOT Multimodal Transportation Fund: Award Announcement: June 2024

Other Initiatives:

- 2024 Dauphin County Premier Project Awards Nomination
- 2024 Appointing Authorities Presentations
- Department of Defense Funding Opportunities – REPI and DCPI

**Marketing & Enplanement Report:**

Mr. Miller reported that February 2024 MDT Operations were up 12% vs February 2023 while CXY's operations were up 15%. February 2024 Air Cargo Tonnage increased 8% vs February 2023. YTD Air Cargo Tonnage is up 5.2%. FedEx is up 7% YTD and UPS is up 27% YTD. February 2024 enplanements were 49,320, up 14% vs February 2023. YTD enplanements were

up 6% vs 2023 and up 1% vs budget. Airlines will offer 14% more seats for sale in Q2, 2024 vs Q2 2023, which is 11% more than budgeted. Q2 2024 departing seat capacity will be 93% of 2019's record, the second busiest Q2 in a decade. Harrisburg was the first airport of choice at 33.7%, up from 2.3% vs 2022; PHL was up 1.5% and BWI was down 1.6%. American Airlines is the region's most popular airline, followed by Allegiant, Southwest and United. Florida California, Texas and Illinois are the most popular destinations for central PA air travelers. Service: Allegiant begins new service to Jacksonville on June 14<sup>th</sup>. United switches Newark service to Washington Dulles on June 27<sup>th</sup>.

Marketing Update: Continuing the implementation of a new Customer Relationship Management system to track online ads. Increasing posts on Facebook, Instagram and Twitter/X are expanding awareness and conversations about the airport system.

### **Project Update:**

Mr. Pirozzi reported on the following:

#### Status of Major Projects:

##### HIA:

Cargo Apron Expansion, Phase 5: Installed temporary AOA fence, setting up batch plant.

Reconfigure Third Street: Final inspection will be scheduled for April 2024.

Upgrade Water Plant, Phase 1, HIA: Substantial completion for general contractor (Lobar) scheduled for March 27, 2024.

BHS Control System Upgrade: Contract completion date is July 13, 2025.

Rehab Water Tower #4: NTP was issued on March 6<sup>th</sup>, 2024. Work will be completed in June 2024.

Rehab Building 513 HVAC: Project to be bid in April 2024.

##### CXY:

Remove Obstructions – Off Airport Tree Removal Phase V: Project will be bid for construction starting 5/12/2024 with a bid opening of 7/1/2024. The grant application is due 7/12/2024.

##### GRA:

Construct South Aircraft Parking Apron: Project will be bid for construction starting 3/24/2024 with a 4/26/2024 opening. The grant application is due 5/3/2024.

##### FCRA:

Update Master Plan: Contract completion date is 7/12/2024.

### **MMTF 4<sup>th</sup> Floor Joint Replacement, HIA:**

Mr. Edwards reported that this is to authorize the Executive Director to execute an agreement with Lobar Associates for the replacement of the top-level joint sealant in the 4<sup>th</sup> level of the MMTF parking structure at HIA. The total value of the agreement will not exceed \$620,859.35. The work will only be approved subject to submission and verification of COSTARS/GURDIAN contract participation by Lobar. The work will be staged to minimize the disruption to parking operations. Lobar Associates construction has worked with HIA on several projects within the

MMTF including 4<sup>th</sup> floor joint replacement and concrete section repairs. Funding for this agreement was included in the SARAA 2024 Operating Budget. There were no objections to forwarding this item to the full Board for approval.

**Remove and Replace Airfield Markings, HIA:**

Mr. Edwards reported that this is to award a contract to Hi-Lite Airfield Services in an amount of \$756,529.46 to complete rubber removal and to remove and replace all movement area markings at MDT. The movement area markings at MDT have passed the allowable thickness for airfield markings. In-house maintenance will be done in the following years to maintain the markings in satisfactory condition. Hi-Lite Airfield Services has provided Sourcewell pricing to complete this work. Funding for this Sourcewell Contract was included in the approved 2024 SARAA Operating & Maintenance budget.

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

**Passenger Boarding Bridges, CA/CM Services/ADCI, HIA:**

Mr. Edwards reported that this is to authorize the Executive Director to execute a professional services contract with ADCI in the not-to-exceed amount of \$298,263 to provide design and bid phase services, construction administration, construction management and construction inspection services to replace up to 6 Passenger Boarding Bridges (PBB) at HIA. SARAA initially prepared plans and received bids to replace 12 PBB's on October 11, 2023. SARAA was successful in receiving \$7,500,000 to replace up to 6 PBB's. Since the bids expired, the scope was revised to be commensurate with funding. The project will be rebid and bids will be received on April 25, 2024. ADCI is the Engineer of Record for this project. A detailed independent fee estimate (IFE) was completed. ADCI's fee is determined to be fair and reasonable for the scope of work and is within the +/-10% range. These services will be reimbursed through a \$7,500,000 FAA FY2024 BIL-ATP Grant with a 5% local match.

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

**Award CA Services for Replacement of BRITE Units, Burns Engineering, HIA:**

Mr. Edwards reported that this is to authorize the Executive Director to execute a professional services contract with Burns Engineering in the not-to-exceed amount of \$25,233 to provide bid and award phase services, and construction administration for the project to replace BRITE unit airfield lighting controls at HIA. Burns Engineering was previously selected to develop a design and prepare bid documents to replace HIA's existing BRITE unit airfield lighting controls with updated AGLAS technology. Bids will be received on April 11, 2024 and a recommendation for construction will be presented for consideration at the April 2024 Board meeting. Burns was selected since they are the Engineer of Record for Design and have extensive knowledge of HIA airfield lighting system. This project was identified as a priority in SARAA's 2024 budget and will be funded from SARAA's Capital Improvement Account.

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

**Award CM Services for Replacement of BRITE Units, Urban Engineers, HIA:**

Mr. Edwards reported that this is to authorize the Executive Director to execute a professional services contract with Urban Engineering in the not-to-exceed amount of \$88,500 to provide construction management and inspection services for the project to replace BRITE unit airfield lighting controls at HIA. Urban Engineering has an extensive knowledge of HIA's Airfield and an excellent history of past performance. This project was identified as a priority in SARAA's 2024 budget, and these services will be funded from SARAA's Capital Improvement Account.

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

**Large Width Mowers, CXY:**

Mr. Edwards reported that this is to approve the purchase of two 20-foot mower attachments for use by CXY. The cost for each mower is \$31,616.00 for a total of \$63,232.00 for the project. The rotary mowers are more durable and require less overall maintenance. The mowers are available on the COSTARS cooperative purchasing contract. The project was approved as part of the 2024 SARAA budget.

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

**Operations Vehicle, HIA:**

Mr. Edwards reported that this is to approve the acquisition of one 2024 Chevrolet Silverado pickup truck to be used primarily by the Operation Department at HIA with additional use at all SARAA airports. The total cost is \$51,310.34. The vehicle is available through the State COSTARS Contract and was approved as part of the SARAA 2024 budget.

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

**GA Airports:**

Mr. Sides presented slides on the following:

**FCRA:**

- FCRA Renovate airport office/pilot's lounge.
- Fuel System electrical install
- Building 400 Renovation
- Building 300

**GRA:**

- Hillard Hangar Construction

**CXY Sinkhole Repairs:**

- 47 Sinkholes filled in last month.

Additional Projects in Progress:

- FCRA RW 24 Tree Removal Coordination
- CXY RW 12 Tree Removal Coordination
- GRA South Apron Power

Adjournment: Mr. Enterline adjourned the meeting at 9:29 a.m.

Next Meeting: Friday, April 24, 2024, 8:00 a.m., **Harrisburg International Airport**

Respectfully submitted:

Timothy J. Edwards  
Executive Director

Prepared by Camille Springer