

Susquehanna Area Regional Airport Authority
Airport Operations Committee
July 25, 2025
Minutes

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 8:08: a.m. on Friday, July 25, 2025, at Capital City Executive Airport, with the following members of the Committee present:

Brian Enterline, Chair
Al Kuhner

Bennett Chotiner
Brian Seltzer

Also attending were: Timothy Edwards (Executive Director), Ryan Collins (Deputy Executive Director), James Gross (SARAA Board), James Helsel (SARAA Board), Erik Hume (SARAA Board), Lou Pirozzi (Deputy Director, Engineering & Planning), Michael Moskal (Deputy Director, Finance & Business Administration), Scott Miller (Deputy Director, Advertising & Business Development), Kevin Bryner (Deputy Director, IT), Mick Burkett (Deputy Director, HR), Jamie Sides (Deputy Director, Maintenance), and Camille Springer (Executive Assistant).

Guests: Delta Development: Eric Clancy, Maggie Roby

Public Comments: None.

Minutes: The minutes of June 20, 2025, Airport Operations Committee were deemed approved with no changes.

Delta Development:

Delta Development gave an update on Capital Priorities.

Additional 2025 Funding Activity Underway:

- Brownfield Remediation Program (US EPA)
- Statewide Local Share Account Program (PA DCED)
- Category 4 Local Share Account Program (PA DCED)
- PCCD (Various Funding)

Other Initiatives:

- HATS 2050 Regional Transportation Plan, Public Comment Period
- SARAA/Delta Aviation Strategy Meeting – August 4, 2025

Marketing & Enplanement Report:

Mr. Miller reported that June 2025 CXY operations were 2,747. This was the busiest month since October 2024. June 2025 MDT Operations were 4,872, with YTD growth of 7%. June 2025 Air Caro was 4,469 tons, with YTD growth of 5%. June 2025 enplanements were 76,419,

up 13% YTD and up 5% vs budget. This was the busiest June ever, and a fourth monthly record in a row. June 2025 set a new record with 151,532 total passengers, up 7% vs June 1997. Quarter 2, 2025 was up 7.2% vs 2019. Capacity projection: Q3 is up 3% vs budget and Q4 was up 19% vs budget. Enplanements could reach 800,000. The new Yuengling Bar & Grill is coming soon. Continuing marketing and social media promotion of expanded service.

Project Update:

Mr. Pirozzi reported on the following:

Status of Major Projects:

HIA:

Cargo Apron Expansion, Phase VI: Began and continue to place 17" concrete pavement. Continue to prepare additional areas for concrete placements.

Replace Passenger Boarding Bridges: Commissioned Gate C3 for use. Commissioned Gate C2 for use on 7/22/2025. Gate C1 began on 7/23/2025.

Baggage Handling System Control System Upgrade: TSA completed repair of both EDS machines. ISAT testing for CT2 line completed and returned to service. CT1 Line ISAT tentatively scheduled for 8/5/2025.

Renovate Public Restrooms: The contractor is currently preparing submittals. The NTP pending contractor scheduling, anticipated for July.

CXY:

Construct Parallel Taxiway 8/26 (Design): Working with AECOM to revise scope and fee for FAA review.

GRA:

Construct South Aircraft Parking Apron: Bids were opened on 6/9/2025. An October/November 2025 start date is anticipated.

FCRA:

Update Master Plan: Currently waiting on FAA final approval.

O&M Pavement Repairs, HIA:

Mr. Edwards reported that this is to authorize the Executive Director to execute two agreements with Lobar Associates construction in an amount of \$47,675.47, and \$86,487.86 to complete milling and paving of the Foxtrot/Golf intersection and milling and paving of the access road to Gate 65 behind Building 513 at HIA. The work will be procured via a Keystone Purchasing Network/Gordian Contract by Lobar Associates Construction. The Foxtrot/Golf intersection where the asphalt and concrete pavement meet has settling asphalt due to undermining of the concrete. This has become a safety concern. The access road to Gate 65 has failing asphalt creating FOD. The pricing for the work has been reviewed against local bids for similar work and appears in line. Funding for these agreements will come from the approved 2025 SARAA Operating & Maintenance Budget. The total cost proposed to complete both projects is \$134,163.33.

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

Shaner Hotel Group Letter of Intent Extension:

Mr. Edwards reported that this is to extend the negotiation period with Shaner Hotel Holdings for an additional six months. The new expiration date will be January 30, 2026. In January 2025 the SARAA Board authorized the Executive Director to execute a Letter of Intent (LOI) with Shaner Hotel Holdings for a proposed project concept and financing of a nationally branded extended stay hotel. The LOI provided SARAA and Shaner a six-month negotiation period to complete the execution and delivery of the Ground Lease Agreement or the delivery of written notice of either party to terminate the LOI. The six-month negotiation period is scheduled to expire on July 29, 2025. Due to a backlog of projects already under contract, Shaner is requesting to extend the LOI for an additional six months. When complete, the draft Ground Lease Agreement will be presented to the SARAA Board for final review and approval.

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

Grace & Mercy Church Property, HIA (Discussion Only):

Mr. Edwards reported that this is for Board discussion regarding the future of SARAA-owned property located at 501 Ann Street in Middletown. This property was formerly leased to Grace & Mercy Church since 2011 at a rate of \$100 per month. In 2020, the building sustained damage due to a water leak caused by freezing temperatures. As a result, the building has become uninhabitable. An appraisal was conducted in September 2024, assigning the property a fair market value of \$175,200. The Middletown Borough has expressed interest in acquiring the property. The considerations are as follows:

1. Sale to Middletown Borough
2. Retain for future development
3. Lease to Middletown Borough

Discussion ensued. The Board recommended pursuing a long-term lease option.

GA Update:

Mr. Collins reported on the following:

CXY, Goodyear Blimp Visit: The Goodyear Blimp visited CXY on 6/25/2025.

Sinkholes: Mr. Collins showed pictures of the sinkholes at CXY.

Tracking Equipment: Runway Stats has installed Aircraft Operations Tracking Equipment at CXY, FCRA and GRA. This is a great tool to show the value of the airports and to secure additional funding. Mr. Collins showed monthly operations data for both FCRA and GRA.

Adjournment: Mr. Enterline adjourned the meeting at 9:24 a.m.

Next Meeting: Friday, August 22, 2025, 8:00 a.m., Harrisburg International Airport

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer