

**Susquehanna Area Regional Airport Authority**  
**Executive Committee**  
**August 22, 2025**  
**Minutes**

A meeting of the Executive Committee of the Susquehanna Area Regional Airport Authority (SARAA or the Authority) was called to order by Mr. Leonard on Friday, August 22, 2025, at 8:00 a.m., at Harrisburg International Airport. Members of the committee present were:

William Leonard  
Erik Hume  
Jim Gross

James Helsel  
Brian Enterline

Also attending were: Ryan Collins (Deputy Executive Director), Bennett Chotiner (SARAA Board), Keith Bashore (SARAA Board), Brian Seltzer (SARAA Board), Lou Pirozzi (Deputy Director, Engineering & Planning), Michael Moskal (Deputy Director, Finance & Business Administration), Jamie Sides (Deputy Director, Maintenance), Belinda Svirebely (Deputy Director, Operations, Security & Public Safety), Mick Burkett (Deputy Director, HR), and Camille Springer (Executive Assistant).

**Public Comments:** None.

**Minutes:** The minutes of July 25, 2025, Executive Committee were deemed approved.

**Financials:**

Mr. Moskal reported that comparative statistics will be from the 2025 budget. YTD revenue of \$19.5 M was \$945,000 over budget. Airline Revenue is over budget by \$188,000. Parking Revenue is over budget by \$475,000. Rental Car Revenues are \$88,000 over budget. YTD expenses of \$13.7 M are \$1.9 M under budget. Personnel expenses are \$37,600 under budget. Parking expenses are \$162,000 below budget. Total parking operations are a net \$637,000 over budget in earnings. The Net Operating Revenue of \$5.9 M was \$2.8 M, or 93.6% over budget. Non-operating revenue and expenses total -\$9.4 M, resulting in a net variance to budget totaling -\$3.5 M. When \$2.1 M of pro-rated ARPA funds are applied, the net position is -\$1.3 M. The Debt Coverage Ratio is 3.49 on a 1.25 requirement (includes ARPA draw). YTD enplanements are 13.16% above YTD 2024 enplanements. The CPE for July is \$10.43; the FY25 CPE is \$11.45. YTD Food & Gift Sales were 11.4% above FY 2024. YTD Hotel Sales were 14.7% above FY 2024. YTD Car Rental Sales were 10.9% above FY 2024. YTD Rental Car CFCs were 8% above FY 2024 CFCs. The total 60 plus day receivables are 5.4% of total outstanding receipts. The budget kickoff memo was released this week. The theme for FY26 is "Post Covid-Financial Self Reliance".

**Health Insurance Renewal**

Mr. Collins reported that this is to select Highmark Blue Shield as SARAA's health insurance carrier for the October 1, 2025 – September 30, 2026 policy period. This will result in a 10.4%

increase (\$145,247) increase in premium. Benefit design, deductibles and copays remain substantially the same. The estimated annual premium is \$1,539,532.

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

**Vision Insurance Renewal:**

Mr. Collins reported that this is to approve renewing SARAA's vision insurance coverage with Highmark Blue Shield/Davis Vision for the October 1, 2025 – September 30, 2026, policy period with a 0% increase in cost. The annual premium is estimated at \$15,040 and is paid by SARAA and employee contributions.

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

**Life and Disability Insurance Renewal:**

Mr. Collins reported that this is to renew SARAA's Life & Disability Insurance with MetLife at a 5.3% (\$3,620.13 annually), increase. These rates are guaranteed for two years and will expire on September 30, 2027. Benefit levels remain the same. The premium will be paid out of SARAA's general fund. These changes will result in increasing the annual cost by \$3,620.13, to a total of \$74,225.

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

**Workers Compensation Insurance Renewal:**

Mr. Collins reported that this is to renew with UPMC Workpartner's as SARAA's workers compensation insurance carrier for the October 1, 2025 – September 30, 2026, policy period at an annual cost of \$114,111. This is a reduction of \$10,663, or 8.55% compared to the current policy. The premium will be paid of SARAA's general fund.

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

**Adjournment:** Mr. Leonard adjourned the meeting at 8:22 a.m.

**Next Meeting:** Friday, September 19, 2025, 9:00 a.m., Gettysburg Regional Airport

Respectfully submitted:

Timothy J. Edwards  
Executive Director

Prepared by Camille Springer