

**Susquehanna Area Regional Airport Authority**  
**Airport Operations Committee**  
**October 24, 2025**  
**Minutes**

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 8:23: a.m. on Friday, October 24, 2025, at Harrisburg International Airport, with the following members of the Committee present:

Brian Enterline, Chair	Al Kuhner
Keith Bashore	Brian Seltzer
Bennett Chotiner	

Also attending were: Timothy Edwards (Executive Director), Ryan Collins (Deputy Executive Director), William Leonard (SARAA Board), James Helsel (SARAA Board), Erik Hume (SARAA Board), Michael Walker (SARAA Board) Lou Pirozzi (Deputy Director, Engineering & Planning), Michael Moskal (Deputy Director, Finance & Business Administration), Mick Burkett (Deputy Director, HR), Jamie Sides (Deputy Director, Maintenance), Belinda Svrbely (Deputy Director, Operations, Security and Public Safety), Kevin Bryner (Deputy Director, IT), Scott Miller (Deputy Director, Marketing & Business Development), and Camille Springer (Executive Assistant).

**Guests:** One+Strategies: Blake Lynch  
AECOM: Anthony Dowell, GISP, IAM Vice President

**Public Comments:** None.

**Minutes:** The minutes of September 19, 2025, Airport Operations Committee were deemed approved with one change.

**One+Strategies:**

Mr. Lynch gave an update presentation including a legislative update, strategic priorities, executive summary, attendance at opening of 1829 Restaurant and attendance at the ACP Conference in Johnstown.

**AECOM:**

Mr. Dowell gave a presentation on the GIS Based Enterprise Asset Management System. Included in the presentation were:

- Project Overview
- Project Goals & Benefits
- GIS-Based Asset Registry
- Asst Classes
- Next Steps

The goal for rolling out the system is at the end of the year.

### **Marketing & Enplanement Report:**

Mr. Miller reported that September 2025 CXY Operations were 2,964, up 37% YoY. YTD CXY Operations was up 9.7%. Local GA operations were up 69% YoY, and up 18% YTD. This was the busiest September since 2007. September 2025 MDT Operations were 4,641, up 26% YoY. YTD MDT Operations were up 11%. This was the busiest September since 2013. September 2025 Air Cargo was 4,930 tons, up 16% YoY. YTD Air Cargo was up 9.4%. This was the 5<sup>th</sup> busiest September on record. September 2025 Enplanements were 67,414, up 1.7% YoY. YTD Enplanements were up 6% vs budget, and up 13% vs 2024. This was the 7<sup>th</sup> consecutive monthly traffic record. October 2024 through September 2025 was the busiest 12 months in our history. Nonstop service to Miami on American Airlines returns in January 2026. The service will be Saturday's only for 13 weeks.

### **Project Update:**

Mr. Pirozzi reported on the following:

#### **Status of Major Projects:**

##### **HIA:**

**Cargo Apron Expansion, Phase VI:** Substantial completions inspection was held on October 21, 2025. Continue installing AOA fence and general site cleanup.

**Rehabilitate Taxiway A, Ph 1:** 60% design submission is anticipated in October.

**Replace Passenger Boarding Bridges:** Substantial completion inspection was held on October 16, 2025. Continue to work on punch list items.

**Renovate Public Restrooms:** The NTP for physical work was issued for 9/29/2025. Demo work on Concourse A is anticipated to begin on 10/31/2025.

**Escalator Replacement, HIA:** Otis is currently working on submittals and procurement. The NTP for physical work is anticipated for January 2026.

**BHS Control System Upgrade:** Project is working on punch list items and project closeout

##### **FCRA:**

**Update Master Plan:** The Final Draft ALP was uploaded to FAA's system for review.

### **Realterm, Air Cargo Facilities Proposal, HIA:**

Mr. Edwards said that this is to authorize the Executive Director to execute a Letter of Intent between Realterm Airport Infrastructure and SARAA. SARAA issued an RFP for the development and operations of Air Cargo facilities on June 9, 2025. Two responses were received. A selection committee unanimously selected Realterm as the cargo facilities developer which best meets SARAA's goals. Realterm is preparing to execute a business plan to design, market, build, finance, operate and maintain state-of-the-art airside and landside dedicated multi-tenant cargo facilities under a long-term ground lease agreement. Realterm is requesting two years exclusivity over the site. They are proposing a 40-year ground lease with two, five-year renewal options. The estimated duration of the full development timeline is one year and eight months. Realterm estimates total development cost to be between \$28.89 million to \$31.5 million.

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

**Connector Road Concrete Road Repairs, HIA:**

Mr. Edwards reported that this is to authorize the Executive Director to execute a contract with Lobar Associates in the amount of \$147,199.73 to complete concrete road repairs along the Connector Road leading onto Airport Drive at HIA. Sections of concrete roadway along the Connector Road between the overpass and Airport Drive are deteriorating and require replacement. All repairs will be performed in accordance with PennDOT standards and specifications. SARAA utilized its membership in the Keystone Purchasing Network and leveraged the Gordian Group cooperative purchasing agreement with Lobar Associates. The work will be paid for from SARAA's operating and maintenance account.

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

**Terminal Drive Concrete Road Repairs, HIA:**

Mr. Edwards reported that this is to authorize the Executive Director to execute a contract with Lobar Associates in the amount of \$397,751.74 to complete concrete road repairs along Terminal Drive at HIA. Sections of concrete roadway along Terminal Drive where Cured-In-Place-Pipe (CIPP) pipe lining will occur, and along the connector road leading into the airport are deteriorating. The proposed work will involve removing and replacing the failing concrete under alternating lane closures to maintain traffic flow. This work will be paid for from SARAA's operating and maintenance account.

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

**Janitorial Contract:**

Mr. Edwards reported that this is to approve the award a four-year contract to Flagship Airport Services, Inc. in an amount of \$6,223,399.84 for janitorial services in and around the Terminal, MMTF, and Maintenance Buildings 513 and 514 at HIA. The agreement between HIA and Flagship expires on December 31, 2025. The new agreement will begin January 1, 2026, and end on December 31, 2029, with the option of two, one-year extensions to be mutually agreed upon. Twenty-one janitorial companies submitted technical proposals. The list of janitorial companies was narrowed to three based on their technical qualifications. Flagship Airport Services scored highest in their technical proposal. Through negotiations, Flagship Airport Services made adjustments to their proposal which lowered their proposed price.

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

**Perfectly Pennsylvania Lease:**

Mr. Edwards reported that this to authorize the Executive Director to execute the assignment of the existing lease for Perfectly Pennsylvania to Daniel Johnson and a five-year lease extension through August 2035. Daniel Johnson is seeking to acquire the retail store, Perfectly

Pennsylvania, at HIA. As part of this acquisition, Mr. Johnson has requested to assume the existing lease and obtain a lease extension. Mr. Johnson has agreed to sign a personal guarantee in connection with the lease. Mr. Johnson is seeking the following

- Assignment of the Existing Lease: the current lease is set to expire on August 28, 2030.
- Lease Extension: A five-year extension resulting in a new expiration date of August 28, 2035.

Monthly rent for Perfectly Pennsylvania is \$3,198.47 with a 3% annual increase.

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

**GA Update:**

Mr. Collins reported on the following:

**CXY Sign Installation:** A total of 14 signs were replaced at CXY including the FAA and Skyport buildings. Mr. Collins thanked Mr. King and the GA Airport staff for their efforts.

**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 to date for both FCRA and GRA for August and September 2025.

**Adjournment:** Mr. Enterline adjourned the meeting at 9:50 a.m.

**Next Meeting:** Friday, November 21, 2025, 8:00 a.m., Harrisburg International Airport

Respectfully submitted:

Timothy J. Edwards  
Executive Director

Prepared by Camille Springer