

**CENTRE COUNTY AIRPORT AUTHORITY  
 AUTHORITY BOARD MEETING  
 April 23, 2026 – 7:00 PM  
 Terminal Conference Room and via Zoom**

**Meeting Minutes**

**1. In attendance “X”**

<b>Authority Board Members</b>		<b>Appointed/Staff</b>	
Mr. Gray, Centre County via zoom	<b>X</b>	Mr. Gaines, Solicitor	<b>X</b>
Mr. Groshel, State College Borough, Chair	<b>X</b>	Mr. Rodgers, Director, SCE/PSU	
Mr. Hanscom, Benner Township, Treasurer	<b>X</b>	Mr. Seid, IT-Marketing, CCAA	<b>X</b>
Mr. Johnson, Bellefonte Borough, Vice-Chair	<b>X</b>	Mr. McMurtrie, Terminal Manager, CCAA	<b>X</b>
Mr. Khoury, Centre County	<b>X</b>	Mr. Stewart, Interim Executive Director, CCAA	<b>X</b>
Mr. Mose, State College Borough, Secretary	<b>X</b>		
Ms. Powell, Centre County			
Mr. Steudler, Patton Township	<b>X</b>		
Mr. Uhler, Bellefonte Borough			
<b>Guests</b>			
Donald Holderman	<b>X</b>		
Mark Mulkowski via zoom	<b>X</b>		
Gideon Schwartz	<b>X</b>		
Jackson Sharpless	<b>X</b>		

**2. Call to Order, Roll Call,**

- The meeting was called to order by Mr. Groshel at 7PM.
- Roll call was taken.

**3. Public Comment/Written Correspondence**

None

**4. Approval of Authority Meeting Minutes**

- 5. Mr. Mose made a motion to approve the minutes from the following meetings: January 22, 2026; February 26, 2026; and March 26, 2026. Mr. Johnson seconded the motion. Mr. Groshel requested a minor change to the 1/22/26 minutes to reflect that his communication to Mr. David Snyder was communicated via email. The motion to approve the minutes from the three meetings was approved by unanimous vote.**

**6. Treasurer’s Report – March 2026 Financials**

Mr. Hanscom provided a summary of the March financial reports. March numbers were better than budget. Mr. Hanscom reported the Authority continues to stay ahead of planned YTD March net income (\$147K better than our annual 2026 budget of negative \$448K when timing items removed). Republic Parking revenue is up significantly over budget with the move to bring parking in-house. Café revenue is down for the month and will likely remain so until new contract is signed. PSU revenue share for 2025 of \$327,000 was budgeted for March but the check will be sent in April upon Board approval. Next month the PIB Loan payment will have an impact on the budget. No further comments from Mr. Hanscom who then entertained questions. There were none. [Mr. Gray then made a motion to accept the Treasurer’s Report. Mr. Khoury seconded the motion. The motion to approve the report was approved by unanimous vote.](#)

**7. SCRA PSU Director Report**

No report

**8. SCRA/CCAA Staff Report**

Mr. McMurtrie summarized the enplanement report – Both American and United are up over last year. An estimated projection for the year is 170,000 total enplanements. Fuel costs are an issue for the industry and may have an impact on mid-week flights. Mr. McMurtrie also reported United Corporate is planning a visit sometime in May.

**Committee Reports**

**9. Airport Governance/Organization Task Force**

No report

**10. AOD Committee Report**

Mr. Mose referred to the items listed in the written report included in the packet, noting to disregard the “HR” at the top of the page. Mr. Mose focused on the CBICC Annual Legislative Breakfast and stated that several Board members were present along with Ralph/Jason. He mentioned CBICC’s move in a new direction regarding fund-raising efforts. They are developing a system for businesses and other entities to pre-purchase air service, almost like gift cards. Mr. Groshel asked if Mr. McMurtrie would provide a brief summary of the Volaire Air Service conference that was attended by Mr. Groshel, Mr. McMurtrie and Mr. Scott (CBICC). Mr. McMurtrie stated there was a lot of positive information relative to discussions with Breeze Airlines. Mr. Groshel stated the conference was attended by several airlines. Staff spoke with American, Breeze, and Avelo.

**11. Passenger Boarding Bridge (PBB) Committee**

Mr. Khoury stated that he has not heard anything about the PBB grant award. He also mentioned the contractor that was awarded the bid (Fiore Construction) to perform the work will only hold their bid price until the end of April. There is some concern if we do not hear from the FAA soon whether we will be awarded the grant, and the expectation is we will not, we may need to re-issue the RFP and bid the project over again. In addition, Mr. Khoury mentioned that he will be attending the next MPO meeting as the Authority representative.

## **12. Facilities Committee Report**

Mr. Johnson reported there was a preliminary meeting with Mr. Thomas Kinsey regarding the potential to rent the Fed Ex space. The Committee invited him to the May meeting to come and speak to the Authority. He would be ready to go by December 2026 as an estimated timeline. Mr. Johnson stated the Committee supported the Parking System proposed modifications, specifically going to a cashless system and utilizing the parking staff in other capacities; the Committee also agrees with sending a support letter to the MPO regarding getting the I-99 access road extended from Innovation Park to the Airport on the Long Range Transportation Plan (LRTP). The Authority realizes this will take many years; however, the feeling is they should move to get the long process started. Mr. Johnson mentioned the café lease restructuring and also that there will be a walkthrough with the Finance Consultant on May 6<sup>th</sup>. He noted that Ralph will be sending out the notes from the Committee that were not included in the packet.

## **13. Human Resources (HR) Committee**

Mr. Mose stated that the majority of HR issues will be discussed in Executive Session at the end of the meeting. However, there is one item that he thinks is appropriate for further discussion and that is the hiring of an Airport Security Coordinator (ASC). Mr. Mose stated that we need to put together an airport security plan. Mr. Mose posed the following questions to the Authority: Is this something we need to move on right away or can we wait until we close or is there a middle ground? He stated there is a draft ASC job description included in the packet. Mr. Stewart mentioned there are a number of issues which complicate the discussion and because it involves security, he recommended further discussion occur in Executive Session.

## **14. Current and Old Business**

Mr. Groshel stated the Authority had met in Executive Session for real estate matters on April 6, 13, and 20, 2026.

The next item for discussion was the café space. Mr. Groshel asked Mr. McMurtrie to provide an update. Mr. McMurtrie went on to say this has been brought up numerous times about splitting the space in two since one-half of the space is being under-utilized. He stated there are many options for use of the space. An option is to split the space in two and have two separate vendors. Essentially, we are looking for options to derive more revenue out of the space. Mr. Stewart provided an update on the current lease and the recommendations for the new lease. Mr. Groshel mentioned the fact we have a liquor license which is not being utilized, and some comments he had heard at the conference regarding such license.

Mr. Johnson stated the Facilities Committee recommended allowing Ralph to split the space. After further discussion, the Board directed staff to begin looking at the two-space option and to gather more information. Mr. Stewart stated he would bring in a couple of potential vendors to get an idea if the space would fulfill their needs.

Mr. Groshel brought up the issue of a renewed campaign/push to pursue the I-99 access road construction. Mr. Stewart stated this was discussed earlier. Mr. Khoury will report back on an approximate timeline on how long the process takes.

#### **15. New Business**

Mr. Groshel brought up the idea of holding a budget work session on May 14 - the Authority's early-in-the-month meeting date. Mr. Stewart mentioned that he will send out the current budget which will include YTD information as well as an email reminder that the Committee is looking for input on the budget and capital spending plan for next year. Regarding how to address the airport consolidation, Mr. Hanscom mentioned that we need to work on putting together our budget for the current configuration. Mr. Hanscom stated where feasible, like HR for example, we can estimate given the circumstances.

In regard to the discussion around the \$327,410 payment to Penn State, Mr. Gaines let the Board know he is in communication with Penn State regarding this payment. He sent an email and is awaiting a response. There was considerable discussion on the topic. Mr. Gaines stated ultimately it will be reconciled at closing. Mr. Groshel went around the table and there was a consensus. No motion was necessary to approve the payment.

Discussion then centered on approval of a Phase I environmental study. Mr. Gaines provided the overview. [Mr. Johnson made a motion to approve the Phase I study with Moody & Associates for \\$15,000.00. Mr. Steudler seconded the motion. The vote was unanimous in favor of approval of the motion.](#)

At the conclusion of the vote, Mr. Groshel asked Mr. Gaines to briefly discuss the SBWJA sewer line/retention pond projects in the area.

#### **16. Comments – around the room**

Mr. Steudler asked if there were any updates on the West Penn Power sub-station project. Mr. McMurtrie stated he had been in contact with a West Penn Power official and was told they anticipate having the plant built and on-line by mid-2027.

#### **17. Adjournment (action)**

[Mr. Johnson motioned to adjourn the meeting. Mr. Hanscom seconded the motion. The meeting was adjourned at 8:21 pm.](#)

**Following Adjournment, the Board went into an Executive Session**

Respectfully submitted,  
Hugh Mose, Secretary