

**CENTRE COUNTY AIRPORT AUTHORITY
 AUTHORITY BOARD MEETING
 May 14, 2026 – 7:00 PM
 Terminal Conference Room and via Zoom**

Meeting Minutes

In attendance “X”

Authority Board Members		Appointed/Staff	
Mr. Gray, Centre County via zoom		Mr. Gaines, Solicitor	X
Mr. Groshel, State College Borough, Chair	X	Mr. Rodgers, Director, SCE/PSU	
Mr. Hanscom, Benner Township, Treasurer	X	Mr. Seid, IT-Marketing, CCAA	
Mr. Johnson, Bellefonte Borough, Vice-Chair	X	Mr. McMurtrie, Terminal Manager, CCAA	X
Mr. Khoury, Centre County	X	Mr. Stewart, Interim Executive Director, CCAA	X
Mr. Mose, State College Borough, Secretary	X		
Ms. Powell, Centre County	X		
Mr. Steudler, Patton Township	X		
Mr. Uhler, Bellefonte Borough	X		
Guests			
Donald Holderman, Contractor	X		
John Elnitski; Bellefonte Airport	X		

1. Call to Order, Roll Call,

- The meeting was called to order by Mr. Groshel at 7:00 PM.
- Roll call was taken.

2. Public Comment/Written Correspondence

None

3. Old Business – Consider approval of Air Service Incentive Program

Mr. McMurtrie led the discussion and referred the Board members to the attachment in the packet. Mr. McMurtrie stated this is something we are required to do, however the sheet hasn't been updated in a few years. It needs to be updated and placed on our website. Mr. McMurtrie made the following recommendations: 1) Under Service 1, change the minimum of “two (2) flights a day” to “ten (10) flights a week”; 2) under Service 2, change “two (2) flights per week” to “five (5) flights per week”; 3) Under Service 3, remove the words “in Florida”. Also, change Option 1 to reflect \$150,000

as opposed to \$100,000 and change Option 3 to reflect \$150,000 instead of its current \$200,000.

Mr. Uhler made a motion to accept the changes as presented. In addition, he added to change the language “Option 1, Option 2, and Option 3 to Service 1, Service 2, and Service 3”. Mr. Johnson seconded the motion. The motion was approved by unanimous consent.

It was agreed that Mr. Stewart will work with Mr. Gaines to revise the ACIP form to make it more formal. Once revised, Mr. Stewart is to send to the Board. In the interim, Mr. Stewart was directed to make the requested changes and post to the website.

4. New Business – Easement Agreement with SBWJA and Penn State

Mr. Gaines provided each members with a copy of an Easement Agreement between Spring Benner Walker Joint Authority (SBWJA) and Penn State. The Agreement essentially provides a Right-of-Way for SBWJA to construct, install, operate, maintain, repair and use Sewer Facilities in, on, over, under, across, upon and through property to a portion of property in Benner Township. Mr. Gaines reviewed the Agreement and relayed to Board members he felt very confident that all terms and conditions as drafted would protect the Authority should this be transferred over as part of the transition. Board members questioned why Penn State waited until the last minute to send this over for review. Mr. Gaines stated that in his opinion it wasn't intentional and that Penn State is working on being transparent. Other members opined about the fact that it would be so much easier if the sewer was connected to the University Area Joint Authority's system as it is much closer and would not include all of the environmental regulations. Mr. Gaines responded that very few people would argue that is in fact true, however, this has been through the court system as well as approved by PA DEP. SPWJA has jurisdiction in this area.

Mr. Uhler made a motion stating the Authority has no objection to the Easement Agreement. Mr. Khoury seconded the motion. Mr. Gaines questioned the term “no objection” versus “approved”. The consensus of the Authority was that could be conveyed either way to Penn State. The motion to convey that the Authority had no objection to the Easement was approved with Mr. Mose, Mr. Johnson, and Ms. Powell in opposition.

Mr. Gaines had to excuse himself from the Budget discussion, however, prior to leaving he wanted to convey the following updates: 1) He mentioned that Penn State has sent an email to Mr. Stewart regarding the Due Diligence log. It is quite lengthy with a lot of information for Board members and staff to review. Mr. Stewart mentioned that he forwarded to Penn State the names and contact information of the individuals who will require access to the report; 2) Mr. Gaines followed up with the Revenue Share Agreement and prospective payment plan from Penn State. He further stated that Penn State agrees that should closing occur early, the payment made in April shall be pro-rated; 3) Penn State would like to establish a weekly

Attorney meeting related to the transition once the Due Diligence information is received; 4) Penn State is now working with a consulting group for the transition. Mr. Gaines thinks this will aid in moving things along.

As the Board was prepared to move into the Budget discussion, Mr. Elnitski stood up and made a request to the Board. He stated that should Penn State have future late-season playoff games, like what occurred during the Penn State SMU game, that with their current conditions the Bellefonte Airport isn't prepared to handle the number of planes that landed. He is looking for a partnership; a possible support letter for funding opportunities.

After some discussion, the Board agreed that this issue should be placed on the May 28th meeting agenda for discussion.

2027 Budget Discussion

The budget discussion focused on looking at the status of the 2026 YTD budget page. It was noted that budget preparation has not begun to date and the purpose of this meeting was simply to provide the Board members a general update and to allow the Board to begin thinking of items for the 2027 budget. A few of the topics discussed include: The reason for the drop in revenue from the airlines from 2025 to 2026 was due to cutting the rental rate in half to incentivize the airlines; there was discussion related to adding a \$1.50 fee for Uber/Lyft drop-offs. Currently we do not charge for drop offs. In addition, Mr. McMurtrie would like the Board to consider adding a \$0.50 fee on to Uber for pick-ups which would then make both Uber and Lyft pay the same amount, which is \$3.50. With respect to Rental Car fees, it was mentioned to examine the Agreements and begin working to get them renewed. Rental space was discussed and it was mentioned that staff is working on alternatives for the Café' space. We are doing well on the Interest line item; the Wash Bay Rental is a flat fee and the TSA rent is consistent. A Board member questioned where the funds are coming from to pay for the sink hole. Mr. Stewart stated they are coming out of reserves. Mr. Stewart also mentioned to the Board that Mr. Brett Simon recommended that if the Board does not plan on closing in FY27, that there should not be any focus on the transition budget-wise, with the exception of planning for consultant fees. Mr. Stewart then went on to provide the Board with a line-item review of the 2026 expense report.

Mr. Stewart requested the Board continue to look over the budget and send him any comments or questions they may have. Also, the Board should consider taking action on the Uber/Lyft increases at the May 28 meeting.

At the conclusion of the Budget discussion, Mr. Groshel went around the room for comments.

[There was a motion to adjourn the meeting at 9:20 PM by Mr. Johnson. The motion was seconded by Mr. Uhler. The motion carried by unanimous vote.](#)

Respectfully submitted,
Hugh Mose, Secretary