CENTRE COUNTY AIRPORT AUTHORITY

AUTHORITY BOARD MEETING

September 24, 2026 – 7:00 PM

Terminal Conference Room and via Zoom

Meeting Minutes

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. Kapinus, Interim Airport Director, SCE/PSU via zoom	**X**
Mr. Hanscom, Benner Township, Treasurer	**X**	Mr. Seid, IT-Marketing, CCAA	**X**
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			
Ms. Powell, Centre County	**X**		
Mr. Steudler, Patton Township	**X**		
Mr. Uhler, Bellefonte Borough			
Guests			
Ben Etherington	**X**		
Cory Tondreau	**X**		
Gideon Schwartz	**X**		
Jackson Sharpless	**X**		
Rev Dr. Tracy Sprowls	**X**		
Mark Malkowski (Via zoom)	**X**		

1. Call to Order, Roll Call,

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

2. Public Comment/Written Correspondence

Mr. Groshel invited public comments. Mr. Ben Etherington spoke first, thanking everyone for their work and discussing salt depots as a metaphor. He also raised concerns about an individual detained by ICE and asked the Authority to determine how it would oversee ICE-related activity. No other public comments were offered.

Mr. Groshel said he hoped everyone had read the Spotlight PA article. He also noted written correspondence included in the packet from Mr. Tim Smith, Mr. Etherington, Abby Hamilton, and Dr. Mark McCloskey.

3. **Approval of Authority Meeting Minutes**

Mr. Groshel asked for a motion related to the August meeting minutes. Mr. Steudler made a motion to approve the meeting minutes of August 27, 2026. Ms. Powell seconded the motion. The motion to approve the minutes from the meeting was approved by unanimous vote.

4. **Treasurer's Report – August 2026 Financials**

Mr. Hanscom stated he would like to begin with pages 28 and 29 YTD numbers. He provided a summary of the Financial Report:

August YTD numbers were better than budget by $47K primarily led by Parking and Rental Car revenue gains, partially offset by Environmental work. Almost all other larger variances were timing related.

We are well under way with our audit and ahead of where we were last year at this time.

From a cash standpoint, we will need to write a check for local share for the Boarding Bridge project. The good news is we are staying ahead of the budget.

It was reported there was an uptick in Main and Economy Lot parking revenue. Rental Car income reflected National and Hertz being favorable to budget, but offset by Avis. PFC income was lower due to lower enplanements for both July and August.

Summary: Mr. Groshel asked if there were any questions. There were none.

Mr. Johnson made a motion to accept the Treasurer's Report. Mr. Khoury seconded the motion. The motion to accept the report was approved by unanimous vote.

5. **SCRA PSU Director Report**

Mr. Kapinus reported an update on the Airport Operations Report which included executed grants, specifically the finalization of Phase II and III of the Runway Reconstruction Project. These two phases will focus on the electrical side and establish runway lighting. He also stated they will soon set up a meeting with Mead & Hunt to discuss runway overlay and eventual repaving of the runway. Mr. Kapinus mentioned fuel sales look positive. They are looking to add another fuel truck to the fleet. He mentioned he spoke to Mr. Stewart about the Capital Improvement Plan and provided a summary of improving the airfield and updating equipment through 2030.

Mr. Johnson asked if empty hangars could be used for overflow parking for games like USC. Mr. Kapinus replied that yes, they could, but minimally due to the size of the aircraft that arrive.

6. **SCRA/CCAA Staff Report**

Mr. McMurtrie summarized the following: Related to truck parking, since the program began a couple of months ago, 44 bookings have taken place. He called this a surprising start. On the enplanement report, American was down and has been so over the last year. United was up by 7.4% during the same time. The load factors for both United and American combined were lower and a lot of the economic news is beginning to have an impact. Airlines are beginning to look at reducing flights nationwide. Still, SCRA is up 2.7%, and Mr. McMurtrie still believes we will exceed last year's number.

Mr. McMurtrie reported that parking revenue was up over the same period last year. He anticipates this to continue as September through the rest of the year are the busy months. A portion of the increase is due to the increase in the parking fee that was implemented beginning July 1st.

Committee Reports

7. **Airport Outreach & Development Committee**

In Mr. Mose's absence, Mr. Stewart mentioned Mr. Mose placed a report in the packet. There were no other questions or comments.

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

Mr. Khoury apologized for not having a report in the packet. He provided an update of the status and latest information received regarding the boarding bridge project. He stated the FAA approved the revised Scope of Work and awarding of the grant. The Contract will be issued soon and a pre-construction meeting with the stakeholders will be scheduled shortly thereafter. There are two important items related to the project, 1) we currently do not have written confirmation from West Penn Power that there is enough power to operate the Boarding Bridge(s). We have been told there is enough to do it today however, if all WPP committed power were used, there isn't enough. Mr. Hanscom asked if the Bording Bridges could be operated via a generator. Mr. Khoury replied in the affirmative. The second item Mr. Khoury raised is the Contractor (Fiore), stated that should a second bridge be approved, they would need to know no later than six-months from the Notice to Proceed.

Mr. Groshel asked for further discussion on the funding topic, after having had the meeting with elected officials. He stated the Board needs to decide whether to "kiss the second bridge goodbye;" take out a loan to proceed; or use funding reserves, or other means. Mr. Gaines mentioned that in a discussion with Mr. Brett Simon, he recommended talking with the two airlines due to the impact one bridge could cause.

9. Facilities Committee Report

Mr. Johnson noted the committee did not meet but had a report in the packet with the following:

Items pending include:

- Parking lot vendor is still working on PA COSTARS approval.
- PBB gap funding - George sent out an update, had meeting with area legislators.
- Cafe RFPs deadline was 4:00 pm on Friday, September 18th - all proposals received will be sent to the Committee for ranking. Staff hopes to have a recommendation for the next meeting according to Mr. Stewart.
- Insurance report for the PSU side still forthcoming; engineer report on the Barns Lane house with a sagging floor was not yet received.
- Stormwater chain link fence – we will consider in-house installation when new maintenance person is on board.
- Rental car contracts are being updated by David Gaines
- Leasing property at corner of Alexander and Fox Hill Road for non-aeronautical use - need to discuss with the Airport District Office
- Civil air patrol building – there is a sinkhole underneath.
- Fed Ex building roof - repair/replacement
- Truck paring venture is off to a great start.
- Capital projects on the PSU side - Chris and I have a meeting with David Snyder and Sara Thorndike to discuss them

In the Disclosure Schedule (what is being transferred) recently received from Penn State, there is a list of Excluded Equipment. Mr. Groshel and Mr. Johnson are planning to physically review those items and look at items that will be going with the transfer. Staff will be planning with PSU for this effort.

10. HR Committee Report

There was no report provided. Mr. Groshel stated that all HR information will be discussed in executive session.

11. Current and Old Business

Mr. Groshel noted that Executive Sessions were held regarding Real Estate on August 31, September 14 and 21, 2026.

The second item was the approval of the updated cooperation agreement with Penn State regarding the Passenger Boarding Bridge project. Mr. Gaines stated the Board already approved the agreement last month due to timing issues. Section 4.3 on page 45 in the packet has grant provisions, PSU added language stating if there are reporting requirements etc., they will assist the Authority. Mr. Gaines asked if there were any questions and if not, would the Board like to approve the revised Co-operation Agreement. Mr. Groshel asked a question about the funding. The answer to the question is that we are picking up one-half of the local match.

Mr. Johnson made a motion to approve the updated Co-operation Agreement with Penn State related to the Passenger Boarding Bridge project. Mr. Steudler seconded the motion. The motion carried by unanimous consent.

Mr. Gaines brought up the approval of the invoice from Penn State for the local share of the Passenger Boarding Bridge project in the amount of $351,967.00.

Mr. Khoury made a motion to approve the invoice from Penn State in the amount of $351,967.00 related to the local match for the Passenger Boarding Bridge project. Mr. Johnson seconded the motion. The motion carried by unanimous consent.

12. New Business

Mr. Groshel brought up under new business the need to approve Resolution No. 09242026-01 for the grant programs. The table at the end of the resolution provides an overview of the grants that have been awarded. The CCAA Board needs to approve this because the awards have already been signed earlier in September.

Ms. Powell made a motion to approve Resolution No. 09242026-01. Mr. Hanscom seconded the motion. The motion carried by unanimous consent.

Mr. Groshel stated that all the regular business items have been discussed, and asked if members of the public could step out of the room as the Board was going into Executive Session to discuss personnel matters.

Mr. Johnson motioned to adjourn to go into Executive Session. Mr. Steudler seconded the motion. The meeting was adjourned at 8:11PM.

At the conclusion of the Executive Session Mr. Groshel announced the Board was back in their regular public meeting. He stated there were two final items on the agenda.

The first item concerned the Assistant Director of Landside Operations, and Mr. Groshel asked for a motion as it applied to that position.

Mr. Johnson made a motion to approve the HR Committee recommendation. Mr. Khoury seconded the motion. The motion carried with Ms. Powell voting no.

The second item was to authorize staff to develop an agreement with the Centre County Sheriff's Department for supplemental coverage at the airline terminal.

Ms. Johnson made a motion to approve the staff developing an agreement for supplemental coverage at the airline terminal. Mr. Khoury seconded the motion. The motion carried with unanimous consent.

13. Adjournment

Mr. Johnson motioned to adjourn the meeting. Ms. Powell seconded the motion. The meeting was adjourned at 9:30 PM.

Respectfully submitted,
Hugh A. Mose, Secretary