

**STATE COLLEGE REGIONAL AIRPORT/CENTRE COUNTY AIRPORT AUTHORITY
AUTHORITY BOARD MEETING**

**August 28th, 2025 – 7 PM
Terminal Conference Room and via Zoom**

Meeting Minutes

1. In attendance “X”

Authority Board Members		Appointed/Staff	
Mr. Gray, Centre County	X	Mr. Gaines, Solicitor	X
Mr. Groshel, State College Borough, Chair	X	Mr. Rodgers, Director, SCE/PSU	X
Mr. Hanscom, Benner Township, Treasurer	X	Mr. Seid, IT-Marketing, SCE/CCAA	X
Mr. Johnson, Bellefonte Borough, Vice-Chair	X	Mr. McMurtrie, Terminal Manager, SCE/CCAA	X
Mr. Khoury, Centre County	X	Mr. Stewart, Interim Executive Director, SCE/CCAA	X
Mr. Mose, State College Borough, Secretary	X		
Mr. Steudler, Patton Township	X		
Mr. Uhler, Bellefonte Borough			
Guests			
Jackson Sharpless, Huntingdon	X		
James Lloyd, Republic Parking	X		
Vincent Thomas, Republic Parking, via Zoom	X		

The meeting was called to order at 7:00 PM by Mr. Groshel.

2. Guests/Special Recognition

Guests were recognized and welcomed by Mr. Groshel.

3. Public Comment/Written Correspondence

An email from Garrett Stonehouse of Eagle Automotive (Hertz) was received. Mr. Stonehouse requested relief from the vendor Minimum Amount Guarantee (MAG). This request will be reviewed with the Authority solicitor.

4. Approval of June 27th and July 25th Authority Meeting Minutes

Motion for approval was made by Mr. Mose. Mr. Gray seconded the motion. The motion was unanimously approved.

5. Treasurer’s Report – June 2025 Financials

- a. Statement of Revenues and Expenses, Month Comparison
- b. Statement of Revenues and Expenses, Month by Fund
- c. Schedule of Budget Annual vs. Actual YTD
- d. Statements of Assets, Liabilities & Equity
- e. Statement of Cash Flows YTD

The financial statements listed above were presented by Mr. Hanscom and reviewed by the Board. Mr. Hanscom stated that the July Net Income is \$88,437.85. Revenues are up primarily due to growing enplanements and parking revenues. There were three payrolls in July due to when the transaction was recorded. The Authority purchased a lawn tractor

which shows up as expense item 99-870. Page 11 shows July 25 compared to July 24. In general, the numbers are positive when taken into account that the Authority lowered the airline rent and accepted the St. Moritz costs. The LEO grant line item will stay on the Statement to reflect last year's revenue. For Cash, the Authority is working to fund the November PIB loan payment and the Stormwater basin repair project. [Motion for approval was made by Mr. Johnson. Mr. Steudler seconded the motion. The motion was unanimously approved.](#)

6. State College Regional Airport/PSU Director Report – July

Mr. Rodgers provided an overview of the report. Aircraft operations performance for July 2025 compared to July 2024 was down 9%. Aviation fuel sales varied with Jet A fuel up over 34% and 100 LL down 20%. Mr. Rodgers stated that fuel is competitively priced. Hanger occupancy was at 75% for Corporate Units and 79.6% for T-hangers. Net margins for air operations were at \$33,000 (adjusted). The 2026 budget is projecting a \$28,000 positive ending. The rehabilitation of Taxiway A is now open to traffic. This was a \$29 M project completed in seven phases over a five-year period. The athletic charter season has begun and will continue until next Spring.

7. Marlin Group Report.

Mr. Stewart provided an overview of the marketing report supplied by the Marlin Group. Mr. Webster with the Marlin Group primarily assisted with website changes.

8. IT/Marketing/Social Media Report

Mr. Seid provided an overview of the report. He has been assisting Ralph with vendor meetings (IT, telephone, website) and office improvements).

9. Air Service Development Report

Mr. McMurtrie provided an overview of how the current air service levels (through American and United) compared to 2019 levels (with American, United and Delta). The 12 months sum in May of 2019 was 162,840 onboards. The 12 months sum in May of 2025 was 134,800 just with the two airlines – very positive. Mr. McMurtrie also showed how the airline routes out of State College rank regionally and nationally – also very favorable. A recap of the upcoming air service efforts was given.

10. State College Regional Airport/CCAA Interim Executive Director Report

- 10.1 Enplanement Report, July
- 10.2 Parking Management Report, July
- 10.3 Rental Car Vendor Report, July

The enplanements report indicated that American enplaned 4926 passengers for July which was a 21% increase over the same period last year. United enplaned 8623 passengers in July which was a 40.4% increase over the same period last year. The deplanements were nearly identical. The load factor in July for American was 88% and for United it was 84.8% which is an average of 85.9%.

The parking report indicated positive growth for July 25 compared to the same period last year. The Main Lot count was 21.7% higher, the Economy Lot count was 36.18% higher, the Main Lot Revenue was 22.02% higher, and the Economy Lot Revenue was 30.17% higher. The Main Lot % Full data showed that the lot was 31% full on average. The Economy Lot % Full data showed that the lot was 76% full.

The rental car vendor report indicated that Hertz is not performing as well as they did in 2024. National has greater revenue and more contracts compared to 2024. Avis has more contracts but less revenue than 2024.

11. Airport Governance/Organization Task Force

Mr. Gray will provide an update during the Executive Session

12. Airport Outreach & Development (AOD) Committee

Mr. Groshel provided a report on the Committee's efforts. The Small Communities Air Service Development Grant window is to open in late September or early October. The Catchment Leak Study is underway. Ralph and Jason will be attending the Take Off conference along with Volaire Consulting. Mr. Groshel asked Mr. Mose to Chair this committee going forward. Mr. Mose and the Board discussed the scope of the committee and re-evaluating the activities that currently fall under it.

13. Passenger Boarding Bridge (PBB) Committee

Mr. Khoury provided an update on this project. The apparent low bidder was LS Fiori, Inc. with a bid of \$6,528,000. LS Fiori must comply with the Buy American Clause and the DBE requirements in the Specifications. The FAA has not yet issued the Notice of Funding Opportunity (NOFO).

14. Human Resources (HR) Committee

Mr. Mose provided an update on behalf of the Committee. As planned, Mr. Stewart will be evaluating employees in early September. He will work with the HR Committee and Becky Dreese, the Authority's HR Consultant, in this process. The Committee plans to have recommendations for the one-time salary adjustments that were deferred in July on the agenda for the September meeting.

15. Current and Old Business**15.1 Stormwater Basin Repair project, Michael Pratt/Keller Engineering**

Mr. Stewart provided an overview of Mr. Pratt's report. The contractor, Glenn O. Hawbaker, is onsite. They have removed the topsoil and are working to prepare the basin for the liner. The work related to the sinkholes has been done – Identification of each sinkhole and the adding of flowable fill. The special engineer from Sanborn Head is done with oversight of the sinkhole work. Mr. Pratt is onsite everyday and is working to resolve any issues in real time. Payment applications are expected to come in next week.

15.2 Retreat for Strategic Planning

There was consensus to have Mr. Mose and Ms. Powell work with staff to develop a retreat for strategic planning.

16. New Business**16.1 Draft Public Comment Policy**

An overview of the draft Public Comment Policy Resolution was provided by Solicitor Gaines. The policy offers both flexibility and structure if needed.

Motion for approval was made by Mr. Johnson. Mr. Gray seconded the motion. The motion was unanimously approved.

16.2 Café Lease Space RFP Process

There was consensus that the staff would prepare a draft RFP and get input from the AOD Committee.

16.3 Grant Resolution for the purchase of snowplow equipment for the PSU side (Grant number 3-42-0096-084-2025) in the amount of \$495,724. The Authority is a co-sponsor. Solicitor Gaines provided an overview of the Resolution. He mentioned that the associated fee is related to the insurance premium needed to cover the liability associated with his signing off on the grant.

Motion for approval of the Grant Resolution as presented was made by Mr. Khoury. Mr. Uhler seconded the motion. The motion was unanimously approved.

17. Comments – around the room

There was consensus that good things were happening. Mr. Stewart shared that the Insurance premiums for the upcoming year will be going down approximately \$23,000. Our Broker, April Ressler with the Teeter Group, shopped our coverages and found a new carrier.

18. Adjournment (action)

Mr. Johnson motioned to adjourn the meeting. Mr. Khoury seconded the motion. The meeting was adjourned at 8:22 pm.

19. Executive Session

The Board did go into Executive Session at the close of the regular meeting to discuss a real estate matter.

Respectfully submitted