

Susquehanna Area Regional Airport Authority
Airport Operations Committee
September 20, 2024
Minutes

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 9:00 a.m. on Friday, August 23, 2024, at the Franklin County Regional Airport, with the following members of the Committee present:

Brian Enterline, Chair Keith Bashore Timothy Tate

Also attending were: Timothy Edwards (Executive Director), Ryan Collins (Deputy Executive Director), Bill Leonard (SARAA Board), Nelva Wright (SARAA Board), James Gross (SARAA Board), Lou Pirozzi (Deputy Director, Engineering & Planning), Scott Miller (Deputy Director, Advertising & Business Development), Kevin Bryner (Deputy Director, IT), Jamie Sides (Deputy Director, Maintenance), Michael Moskal (Deputy Director, Finance & Business Administration), Mick Burkett (Deputy Director, Human Resources) and Camille Springer (Executive Assistant).

Public Comments:

Mr. Marlin Hottle, FCRA Tenant: Mr. Hottle expressed concern as to why SARAA is not installing their own fuel farms. Mr. Tate responded that SARAA is not singling out FCRA, and pointed out that we do not operate any of the airport's fuel farms. Discussion ensued.

Minutes: The minutes of the August 23, 2024, Airport Operations Committee were deemed approved with no changes.

Marketing & Enplanement Report:

Mr. Miller reported that August 2024 MDT operations were 4,137, down 13.2% vs August 2023. YTD MDT operations are down 3.4% vs YTD 2023. Local GA was down 38% vs last August, the second slowest month of 2024. August CXY operations were 2,361, up 3.6% vs August 2023. YTD 2024 operations are up 0.8% vs YTD 2023. Local GA's are up 78% as last August RW 12/30 was closed for rehabilitation work during the first half of the month. August 2024 Air Cargo Tonnage decreased 7.5% vs August 2023. YTD Air Cargo Tonnage is down 3.9% vs YTD 2023. August 2024 enplanements totaled 63,676, up 11.0% vs August 2023. YTD enplanements are up 10.3% vs YTD 2023, up 6.7% vs budget. CY 2024 is currently pacing for between 715,000 and 720,000 enplanements, 5 to 7% above budget.

Marketing Update: Frontier resumes nonstop service to Orlando on 12/13/2024. There is a \$40,000 media campaign targeting F9 zip codes.

Project Update:

Mr. Pirozzi reported on the following:

Status of Major Projects:

HIA:

Cargo Apron Expansion, Phase 6: Golden Triangle was the low bidder. Grant offers received. NOA issued pending executed agreement

Replace Passenger Boarding Bridges: NOA issued on August 14, 2024. Currently working on submittals and coordinating SARAA's infrastructure modifications.

Baggage Handling System Control System Upgrade: Continue work on PMM motor, sensor upgrades & controls. Continuing with stakeholder meetings & minimizing impacts.

GRA:

Construct South Apron: NOA/NTP issued 9/3/2024. Contractor completed survey and stakeout. Work is anticipated to be completed in November 2024.

FCRA:

Update Master Plan: Final FAA comments received 9/23. Preparing final report and ALP deliverables.

Rehabilitate Apron, Phase II: Preconstruction meeting held on September 16, 2024. Work is anticipated to be completed in December 2024.

CXY:

Remove Obstructions – Off Airport Tree Removal Phase V: NOA issued to Tristate pending executed agreements. The preconstruction meeting is TBD.

Server Network Switch Upgrade & Expansion, Dauphin Datacom:

Mr. Edwards reported that this is to authorize the purchase of network switches, hardware support, and installation services from Dauphin Datacom for an amount not to exceed \$101,427.32. SARAA's server hardware was installed in early 2017. In its current configuration, the server environment is entirely located in one location, the basement of the main terminal building. The single location poses a concern for failure if a catastrophic event such as a fire or flood were to occur in that area of the building. In order to mitigate the risk of failure, plans have been made to expand the server environment to include a redundant site at the ARFF/maintenance building #513. To do this, however, the network that connects all the server hardware must be upgraded and expanded. Funding for this project will come from SARAA's 2024 O&M budget.

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

Building 208 Demolition, HIA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a construction contract with Golden Triangle Construction for the lump sum amount of \$750,000 to demolish Building 208 at Harrisburg International Airport. A water pipe on the 2nd floor of Building 208 broke during winter 2022, resulting in catastrophic flooding and structural damage. SARAA declared the building a total loss and submitted an insurance claim that was previously settled in the amount of \$900,000. An asbestos and hazardous waste assessment was completed by Urban Engineers in August 2023 and provided to Golden Triangle to prepare an estimate. Golden

Triangle was the successful bidder on the next and final phase of the Cargo Apron Expansion Project. This work will be fully funded through SARAA's insurance claim proceeds.

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

Award Runway 13-31 Approach Obstruction Removal, HIA:

Mr. Edwards reported that this is for the Board to award a contract to Lobar Associates in an amount of \$368,062.44 to complete obstruction removal of trees at Sunset Gold Course, and to authorize the Executive Director to sign the contract and all related documents. There are several areas at Sunset Golf Course with trees penetrating the approach surface of Runway 31. Lobar Associates has provided pricing through the Keystone Purchasing Network/Gordian to remove these obstructions. The obstructions were identified in the 2024 PennDot BOA survey that was done as part of our 2024 FAA Part 139 compliance inspection. Funding for this contract will come from the approved 2024 SARAA Operating & Maintenance Budget.

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

Building Maintenance System (BMS) Modernization and Upgrade, HIA:

Mr. Edwards reported that this is to ratify an agreement with Johnson Controls Inc, for modernization and upgrade of components on the Metasys BMS (Building Management System) serving all occupied space in the Terminal and Multi Modal Transportation Facility (MMTF). The total value of the agreement will not exceed \$200,780.00. This agreement is for the purchase of parts and components only and will save SARAA over 34% of the current cost. The Metasys BMS is original to our 2004 Terminal building. Equipment and technology upgrades are required for continued service for the next 10 to 15 years. This project was planned for 2025 until we were presented the opportunity to purchase parts and equipment at a large discount if done prior to September 9th. The remainder of the project will be included in the building maintenance O&M budget for 2024. Funding for this purchase will come from SARAA's 2024 O&M Budget.

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

MDT Award Agreement for Baggage System Staffing:

Mr. Edwards reported that this is to authorize the Executive Director to execute a revised agreement with Huntleigh USA for baggage handling system staffing. The amendment will revise the billing rates to proposed rates of \$20.78 for regular hours and \$31.16 for overtime hours, to take effect on January 1, 2025. Huntleigh USA has served HIA since 1989. In May of 2023, the SARAA Board of Directors approved a contract amendment that revised the billing rates from \$14.50 (\$10 pay rate) for regular hours and \$21.75 (\$15.00 pay rate) for overtime hours to amended rates of \$18.10 for regular hours and \$27.15 for overtime hours. Huntleigh recently advised that they continued to struggle attracting and retaining employees. They have requested an increase in billable rates to \$20.78 for regular hours and \$31.16 for overtime hours.

This increase would take effect on 1/1/2025. Funding for this amendment will be included in the FY 25 Operating Budget.

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

Avflight Hangar Proposal:

In January 2021, the SARAA Board approved a lease assignment for Building 603 (Rite Aid Hangar) from Rite Aid to the Avflight Harrisburg Reality Corporation. The final renewal term of the original lease which commenced on September 1, 1986, will expire on August 31, 2026. Unless amended, SARAA will receive title to the building per the reversion clause in the lease beginning September 1, 2026. Avflight submitted a proposal to extend the land lease with SARAA. The proposal includes extension term, lease extension requirements, reversionary rights, initial tenant with Avflight, and maintenance. Earlier this year, SARAA engaged BA Group Consulting to complete a corporate hangar market rent survey to understand what the fair market lease rates should be for existing and future tenants at CXY and MDT. Discussion ensued. It was decided to send this to the Board to authorize the Executive Director and SARAA legal counsel to begin negotiations with Avflight to extend the land lease for Building 603 at HIA.

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

GA Airports:

Mr. Collins reported on the following:

CXY Activity:

- Hangar 504 Painting (Before, during and after)

FCRA Activity:

- FCRA Development Plan (Draft Master Plan)
- FCRA Development Plan (Obstruction Removal)

GRA Development Plan

Adjournment: Mr. Enterline adjourned the meeting at 11:10 a.m.

Next Meeting: Friday, October 25, 2024, **8:00 a.m., Harrisburg International Airport**

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer