

Centre County Airport Authority
Meeting Minutes, August 12, 2021

The meeting was convened at 4:05 PM.

Attending: G. Downsborough, R. Finley, C. Groshel, D. Johnson, L. Lingle, R. Stewart.
Attending via Zoom Conference, D. Gray, B. Pincus, R. Filippelli (departed meeting at 4:45PM),

Absent: None.

Additional Attendees: J. Meyer, Exec Director, CCAA; Tracey Benson, Legal Counsel for the Authority; Jason McMurtrie, Terminal Manager; Bryan Rodgers, Director, University Park Airport/PSU; Mr. John Papazoglou, Assoc V.P., PSU; Mr. Troy Nihart, URBN Flavourhaus.

Public Comments: None.

Approval of the Minutes of the Previous Meeting: *Motion to approve the minutes from the meeting of July 22, 2021, G. Downsborough; Second, D. Gray; **Approved.***

Continuing Business: Mr. Troy Nihart from URBN Flavourhaus presented the proposed offerings and services for URBN Flavourhaus to provide in the operation of the Terminal Snack Bar and Gift Shop. The presentation included proposed menus, pricing and company philosophies regarding quality and performance. Discussion included the transfer on the liquor license and plans and schedules for renovations and operations.

Motion to accept the proposal of URBN Flavourhaus to be the service provider for the Terminal Snack Bar and Gift Shop. Execution of the rental and commission agreement will require separate Board approval pending review of the agreements and indemnification requirements, liquor license transfer requirements and overall legal review, D. Johnson; Second, R. Stewart; **Approved.**

J. Meyer reported that the Equipment Building Project is currently being bid. Contractor response has been good and a “pre-bid” conference is scheduled for next Tuesday at 9:30 AM. L. Lingle indicated Benner Township is “positive” towards the project and will advise the County for approval. Bids are due at the end of the month.

C. Groshel briefly discussed the proposed name change for the Terminal Area. J. Papazoglou addressed the Board regarding the importance of working together with the University on all Airport issues, especially those affecting the public. C. Groshel tabled any further consideration of the proposed name change until response is received from the public entities contacted on the issue.

New business: Discussion of the liability exposure related to the proposed Snack Bar and Gift Shop proposal led to a larger discussion about the Authority's overall liability coverage. Newer Authority members have not had the opportunity to review the liability coverage provided through current insurance agreements and it is a good time to review all agreements and

coverage to assure all is current with the Authority's scope of operations. B. Pincus volunteered to conduct a comprehensive review including, but not limited to, coverage amounts, coverage layers, errors and omissions, umbrella coverage and coverage gaps. B. Pincus will work with D. Gray and J. Meyer on the assessment and will work out recommendations to submit to the Finance Committee.

Adjournment: *Motion* for adjournment, D. Johnson; *Second*, B. Pincus; *Approved* 5:26 PM.