

Centre County Airport Authority
Meeting Minutes, May 28, 2020

The meeting was convened at 4:04 PM.

This meeting was held in the large conference room of the General Aviation Terminal to provide acceptable space for “social distancing” due to Covid-19. A video conference via “Zoom” was also available to those not able to attend in person.

Attending: C. Aiken, G. Downsborough, R. Finley, C. Groshel, L. Lingle,

Attending via Zoom Video Conference: D. Dix, (joined at 5:10), R. Filippelli, B Pincus

Absent: D. Johnson

Additional Attendees: J. Meyer, Exec Director, CCAA; Tracey Benson, Solicitor for the Authority; Jason McMurtrie, Terminal Manager, (via Zoom video conference).

Public Comments: None.

Approval of the Minutes of the Previous Meeting: *Motion to approve the minutes from the meeting of February 27, 2020, G. Downsborough; Second C. Aiken; **Approved.***

Treasurer’s Report: Jim Meyer reviewed the financial reports and financial conditions occurring since the last Authority meeting held on February 27, 2020. The effects of the Covid – 19 virus shutdown are drastic and the total effects will not be known for a significant time. Most major income sources are down to a trickle and most expenses continue. Parking, for instance, is not even being charged because there were no passengers flying. Rental car activity is similarly affected. Generally, the budget for the year will have to be reworked once the future of the shutdown and the recovery of the aviation industry is known. Federal emergency funds from the Covid-19 CARE Act in the amount of \$402,848 will be received by the Authority to help offset some of the significant income losses. Grant and loan funding for the Crosswinds parking project do not appear to be affected at this time and the construction is continuing. Development of a “recovery” financial plan will have to wait until more is certain about the future.

Motion to accept the financial report review, G. Downsborough; Second R. Finley;
Accepted.

Exec Director’s Report: J. Meyer reviewed the enplanement report noting airline activity is almost nonexistent. Other activities such as parking and rental car businesses are likewise affected. Parking gates are open and no fees are being collected. There might be 20 cars in all the parking lots. Air service has diminished to one or two flights per day and Allegiant has stopped service all together. One bright spot is the commissions from UBER and LYFT in the first three months of the year have exceeded projections.

PSU Airport Operations: No Report.

Continuing Business: C. Groshel reported that the By Laws Committee is working on reviewing current by laws for possible update. Tracey Benson reported that he completed a search of what is on file for the Authority in Harrisburg finding just four documents. His search and review will continue.

C. Groshel reported that the Personnel Committee is working on the healthcare coverage and the job descriptions.

New Business: A required resolution to accept the COVID-19 CARE ACT Grant was presented for Board approval.

Motion** to approve the resolution to accept the COVID-19 CARE ACT Grant as written and presented, R. Finley; Second, G. Downsborough; **Approved.

The proposed rezoning of land north of Authority property along Fillmore Road was discussed. The rezoning from light industrial to R-2 Residential would allow residential development in close proximity to the Airport causing potential conflicts with the activities of the Airport and the possible future development of the Airport. The original light industrial development zone was put in place to provide compatible land use adjacent to the Airport. A letter from the Authority and the University expressing concerns for the rezoning was presented for approval by the Board for delivery to the Benner Township Planning Commission this evening.

***Motion** to approve the letter to the Benner Township Planning Commission from the Authority and the University as written, expressing the mutual concerns for the rezoning of the Fillmore Road parcel from light industrial to R-2, G. Downsborough; Second, C. Aiken; **Approved.** Larry Lingle (Benner Township appointee) abstained.*

J. Meyer presented for approval a new schedule of parking rates to be implemented when chargeable parking resumes. The new schedule includes a rate for long term parking which will become available with the completion of the Crosswinds Parking Project.

Motion** to approve the rate schedule as proposed to provide advanced information to Republic Parking so that machines can be set at the resumption of parking charges but all to be reviewed at future Authority Board meetings, C. Aiken; Second, G. Downsborough; **Approved.

Adjournment: ***Motion** to adjourn, C. Aiken; Second, G. Downsborough; **Approved** at 5:35PM*