

Erie Regional Airport Authority  
Regular Board Meeting  
**Thursday March 26, 2009**  
1:00 PM

Minutes of a Regular Board Meeting of the Erie Regional Airport Authority duly posted and advertised. Held in the Conference Room of the International Trade Center, located at 3837 West 20<sup>th</sup>. Street, in Millcreek Township, Erie County, Pennsylvania.

**Attendance:**

Lou Porreco	Chris Rodgers	Ed Kissell
Sumner Nichols	Sheilah Bruno	Paul Wagner
Lisa Cappabianca	Mari Anne Clark	Joe Ceresa
Lou Bizzarro	Kim Scharrer	Cindy Saurwein
Frank Stefano	Ian Bogle	
Dale Roth	Michelle Magee	
Namon McWilliams	Irene Seyler	
Charley Augustine	Jim Thompson	
Janet Anderson	Tyrone Clark	
Don Wright	Bob Spaulding	

Meeting opened: 1:09 PM

Board President Lou Porreco opened the meeting with the Pledge of Allegiance.

**Approval of Minutes from:**

**Meeting-February 20, 2009**

**Work Session-February 23, 2009**

**Meeting-February 25, 2009**

**Work Session-February 26, 2009**

**Regular Meeting-February 26, 2009**

Frank Stefano moved and Namon McWilliams seconded

Mr. Porreco called attention to the last sentence of the second to last paragraph from the February 23<sup>rd</sup> meeting. Mr. Porreco clarified that he said that *“The Airport Authority will take care of any and all fines, repairs, etc. pertaining to the super fund site if such costs and repairs are a result of the runway extension project.”* Mr. Porreco asked Michelle Magee to make the correction to the minutes.

Mr. Porreco asked for a motion to amend the February 23<sup>rd</sup> meeting minutes:

Lou Bizzarro moved and Sumner Nichols seconded

Adopted by Yeas: Lou Porreco, Lou Bizzarro, Lisa Cappabianca, Sumner Nichols, Namon McWilliams, Janet Anderson, Charley Augustine, Dale Roth, and Frank Stefano

Mr. Porreco also called attention to the Work Session minutes from February 26<sup>th</sup>. During the Air Service Update, Mr. Porreco shared a recent personal experience while flying Northwest out of Erie. Mr. Porreco clarified that he said *“The plane was not quite fully loaded when an announcement came over the loud speaker from an airline ticket counter agent. The agent explained that the pilot was working on weight and balance issues. Finally after a 20 minute or so wait, six volunteers were asked to get off of the plane. Mr. Porreco said that it took almost another hour to get those six volunteers off of the plane. Mr. Porreco said that the pilot said that this weight and balance issue is directly related to the length of the runway.”* Mr. Porreco asked Ms. Magee to make the correction to the minutes.

Mr. Porreco asked for a motion to amend the February 26<sup>th</sup> Work Session minutes:

Janet Anderson moved and Frank Stefano seconded

Adopted by Yeas: Lou Porreco, Lou Bizzarro, Lisa Cappabianca, Sumner Nichols, Namon McWilliams, Janet Anderson, Charley Augustine, Dale Roth, and Frank Stefano

Mr. Porreco asked for a motion to approve the minutes from the February 23<sup>rd</sup> Meeting and the February 26<sup>th</sup> Work Session as amended:

Dale Roth moved and Janet Anderson seconded

Adopted by Yeas: Lou Porreco, Lou Bizzarro, Lisa Cappabianca, Sumner Nichols, Namon McWilliams, Janet Anderson, Charley Augustine, Dale Roth, and Frank Stefano

### **Bills to be Paid**

Dale Roth moved and Frank Stefano seconded

Adopted by Yeas: Lou Bizzarro, Lisa Cappabianca, Sumner Nichols, Namon McWilliams, Janet Anderson, Charley Augustine, Dale Roth, Frank Stefano, and Lou Porreco

### **Public Comments**

Ed Kissell commented that when sharing the story of his delayed Northwest flight, Mr. Porreco also mentioned the weather conditions on the day. Mr. Porreco said that although it is not reflected in the Work Session minutes from February 26<sup>th</sup>, he did mention the weather conditions were not very good, but the pilot said that the flight was delayed due to weight and balance issues. The pilot said that the shortness of the runway could not accommodate the full seating of the aircraft. Weather conditions will always affect weight and balance.

Mr. Kissell asked for an update on the golf course transfer. Mr. Porreco asked Chris Rodgers provide the same update he did during the earlier Work Session. Mr. Rodgers explained that it is his understanding that the DEP has received from the City the mitigation report for review. We expect a report out of the DEP office by the end of the week. We also expect a Buyer/Seller Agreement between the City of Erie and Millcreek Township. Mr. Rodgers explained that once the two above mentioned documents are received, City Council and the Millcreek Supervisors will vote to approve the documents. The necessary communication will then take place between the Airport Authority and the County. A closing date will be scheduled 4 days after all the above takes place. Mr. Rodgers said that an April closing is anticipated. We are on schedule.

Mr. Kissell asked if the money for the golf course will come from the airport fund. Mr. Porreco explained that the money will come from the construction fund which is a joint account funded by the County and the Airport.

### **Financial Report**

Chief Financial Officer Sheilah Bruno reported a surplus of \$627 for the month of February. Year to date when compared to budget, we are \$29,987 unfavorable. Mr. Porreco asked how this compares to 2008. Ms. Bruno said that we had a deficit in 2008 year to date of \$83,731; compared to this year the deficit is \$38,538 year to date. There has been some improvement. Mr. Porreco stated that the improvement is a direct result of administrative cost cuts. Ms. Bruno confirmed.

### **Resolution 2009-12**

#### **Wall of Fame Standards of Conduct**

Lisa Cappabianca moved and Lou Bizzarro seconded

Adopted by Yeas: Lisa Cappabianca, Sumner Nichols, Namon McWilliams, Janet Anderson, Charley Augustine, Dale Roth, Frank Stefano, Lou Porreco, and Lou Bizzarro

### **Resolution 2009-13**

#### **Acceptance of Scope and Budget for Replacement Emergency Generator**

Frank Stefano moved and Dale Roth seconded

Adopted by Yeas: Sumner Nichols, Namon McWilliams, Janet Anderson, Charley Augustine, Dale Roth, Frank Stefano, Lou Porreco, Lou Bizzarro, and Lisa Cappabianca

### **Resolution 2009-14**

#### **Acceptance of State Grant Offer-Aviation Development Grant (ADG)**

Janet Anderson moved Charley Augustine seconded

Adopted by Yeas: Namon McWilliams, Janet Anderson, Charley Augustine, Dale Roth, Frank Stefano, Lou Porreco, Lou Bizzarro, Lisa Cappabianca, and Sumner Nichols

### **Resolution 2009-15**

#### **Authorize Executive Director to Execute Necessary Documents to Implement Clean and Green Status**

Namon McWilliams moved and Frank Stefano seconded

Adopted by Yeas: Janet Anderson, Charley Augustine, Dale Roth, Frank Stefano, Lou Porreco, Lou Bizzarro, Lisa Cappabianca, Sumner Nichols, and Namon McWilliams

### **Resolution 2009-16**

#### **Authorize Executive Director to Execute Agreement with Midstate Consultants, Inc. for an Independent Fee Estimate (IFE)**

Charley Augustine moved and Frank Stefano seconded

Adopted by Yeas: Charley Augustine, Dale Roth, Frank Stefano, Lou Porreco, Lou Bizzarro, Lisa Cappabianca, Sumner Nichols, Namon McWilliams, and Janet Anderson

## **Director's Report**

Mr. Rodgers reported that acquisitions in Zone II continue to move forward. Outside the individual mobile home owners, all properties in Zone II are under purchase agreement except for one commercial property and one residential property. Mr. Rodgers reported that the Airport Authority now owns the 2 mobile home parks. Our team is currently working on offers to the individual mobile home owners. Twenty one offers have been made since our last Board Meeting. Mr. Rodgers said that our property acquisition team has really been working diligently to bring this process to conclusion.

Mr. Rodgers reported that we have seen a tremendous level of support from our local elected officials, our state officials, and federal officials. Our stimulus "presentation or case" is still being finalized following the guidance we received from the FAA just 2 weeks ago on procedures to follow and eligibility requirements. Mr. Rodgers said that we believe that we are eligible for stimulus money. If we are awarded the money, we will have the ability to put people to work in the local economy sooner on the runway project. Also we could shorten the construction timeframe of the project. We plan to deliver our presentation to the FAA next week.

Mr. Rodgers reported a year to date traffic decline of 11.7%. Last year was a leap year which had a 3.6% responsibility in the comparison. Moving forward, our March numbers when compared to last year will be off as well as our April numbers. This is due to Easter. Last year Easter was in March and it is in April this year. Mr. Rodgers is pointing to April as the month when traffic trends start to look up.

Mr. Rodgers has been invited to visit Continental's affiliate headquarters in Cleveland on April 3<sup>rd</sup>. He will fly there on the 3<sup>rd</sup> and spent most of the day there.

Meeting adjourned: 1:24 PM

*The ERAA Board met in an Executive Session following the Regular Board Meeting.*

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Lou Bizzarro, Secretary

