

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING**

Wednesday, November 19, 2025

Minutes of a Meeting of the Erie Regional Airport Authority duly posted and advertised, held in the second floor conference room of the Intermodal Center, 208 East Bayfront Parkway, Erie, PA 16507.

Attendees:

Brian Slawin	Derek Martin	Keith Walach, Citizen of Erie
Ryan Bergquist	Michelle Magee	Chuck Nelson, Erie City Council
A'Darius Porter	James Pacansky	
Dorothy Smith-Frazier	Ian Bogle	
Peter Burton	Jennifer Gornall	

Via Zoom call: Eric Rogers David Hallman, Jr.

Board President Brian Slawin opened the meeting at 12:00 PM with the Pledge of Allegiance to the United States of America.

Approval of Agenda

Mr. Slawin asked for a motion to approve the agenda as presented. Ryan Bergquist moved, and A'Darius Porter seconded. Approved by Yeas: David Hallman, Jr., A'Darius Porter, Peter Burton, Brian Slawin, Eric Rogers, Dorothy Smith-Frazier and Ryan Bergquist.

Public Comments- Keith Walach, citizen of Erie, stated the parking rates at ERI are a very good deal.

Approval of Minutes

October 22, 2025, Board Meeting Minutes

A'Darius Porter moved to approve, and Dorothy Smith-Frazier seconded. Approved by Yeas: David Hallman, Jr., A'Darius Porter, Peter Burton, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist.

Announce Executive Session- none.

Committee Reports

Finance Committee- James Pacansky stated that the Finance Committee Meeting met on November 19, 2025, and reviewed the capital fund transactions, bills to be paid, and expense reports. There is no Finance Report or Cash Forecast this month due to the early meeting. Those reports will be available at next month's Finance Committee Meeting. Mr. Pacansky stated that the Committee recommends approval of the bills. Ryan Bergquist made the motion for approval seconded by Peter Burton. Approved by Yeas: A'Darius Porter, Peter Burton, Eric

Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist. Abstained:
David Hallman, Jr.

Financial Report- Mr. Pacansky stated that the October Finance Report will be available in December due to the early meeting this month.

Unfinished Business

Mr. Slawin confirmed the members of the Nominating Committee that he appointed last month: Chair David Hallman, Jr., Aaron Susmarski, Ryan Bergquist, and Erin Kerner. Mr. Hallman will work with the Committee to prepare the 2026 Slate of Officers.

Resolutions

Mr. Martin explained that this resolution is to install the counterpoise along the electrical wiring for the new installed edge lights for needed safety of the edge lights and guidance signs for the Taxiway A Phase 3 project. The not to exceed amount of this change order is \$9,925.37.

RESOLUTION 2025-19

**APPROVAL OF CHANGE ORDER NO. 1- REALIGNMENT &
RECONSTRUCTION OF TAXIWAY A- PHASE 3**

IT IS HEREBY RESOLVED, by the Erie Regional Airport Authority (ERAA) Board of Directors, that the Executive Director is authorized to execute Change Order No. 1 to install the counterpoise along the electrical wiring for the new installed edge lights for needed safety of the edge lights and guidance signs for the Realignment & Reconstruction of Taxiway A- Phase 3 project for a not to exceed amount of \$9,925.37.

Dorothy Smith-Frazier made the motion and Peter Burton seconded. Approved by Yeas: David Hallman, Jr., A'Darius Porter, Peter Burton, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist.

Mr. Martin explained that this resolution is required to continue to apply for and accept state grants on behalf of the Erie Regional Airport Authority. In response to a question from Mr. Peter, Mr. Martin explained that the state grant we are getting for new public safety vehicles includes additional security upgrades.

David Hallman, Jr., made the motion and Brian Slawin seconded. Approved by Yeas: David Hallman, Jr., Aaron Susmarski, Erin Kerner, A'Darius Porter, Peter Burton, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist.

Mr. Martin stated that both budgets were reviewed with Board Members at Budget Review Meetings prior to today and that the Finance Committee recommends approval of both budgets. Committee member Ryan Bergquist made a motion to approve, and Brian Slawin seconded.

ADOPTION OF 2026 CAPITAL BUDGET

RESOLUTION 2025-20

WHEREAS, the Erie Regional Airport Authority has determined that the projects described on the attached 2026 Capital Budget are necessary and desirable, and;

WHEREAS, each Federal and State grant associated with this Capital Budget has been, or will be, brought before the Board for approval, and;

WHEREAS, each project will be properly bid and awarded by the Authority as required by The Pennsylvania Municipal Authorities Act.

NOW, THEREFORE BE IT HEREBY RESOLVED THAT, Erie Regional Airport Authority adopts the 2026 Capital Budget in the amount \$5,861,000 and authorizes the Executive Director to take necessary action to implement this resolution.

Ryan Bergquist made the motion and A'Darius Porter seconded. Approved by Yeas: A'Darius Porter, Peter Burton, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, Ryan Bergquist, and David Hallman, Jr.

ADOPTION OF 2026 GENERAL OPERATIONS BUDGET

RESOLUTION 2025-21

WHEREAS, the ERIE REGIONAL AIRPORT AUTHORITY (hereinafter the "Authority") has prepared and reviewed the proposed General Operations Budget for 2026, and;

NOW, THEREFORE BE IT HEREBY RESOLVED THAT, the Authority approves the 2026 General Operations Final Budget in the amount \$2,313,991 and directs the Executive Director to implement said budget.

Ryan Bergquist made the motion and Brian Slawin seconded. Approved by Yeas: A'Darius Porter, Peter Burton, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, Ryan Bergquist, and David Hallman, Jr.

Jennifer Gornall noted that the resolution has placeholders for the rental rates beginning 2026 because the rate increase based on CPI will be calculated with in the next few weeks.

RESOLUTION NO. 2025 - 22

LEASE EXTENSION WITH AVIATION FLYERS, INC.

WHEREAS, the Erie Regional Airport Authority ("Authority") currently has a land lease with Aviation Flyers, Inc. for the first row of T-Hangars near Taxiway G;

WHEREAS, the current term of the lease is set to expire on December 31, 2025;

WHEREAS, Aviation Flyers, Inc. desires to once again extend the term of the lease for an additional 5 year period;

It is hereby **RESOLVED** by the Erie Regional Airport Authority that the Executive Director is authorized to enter into a lease extension agreement with Aviation Flyers, Inc. for a term of 5 years, on the same terms and conditions as the prior lease. The lease extension agreement shall be subject to the review and approval of the Solicitor.

Peter Burton made the motion and Dorothy Smith-Frazier seconded. Approved by Yeas: A'Darius Porter, Peter Burton, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, Ryan Bergquist, and David Hallman, Jr.

Mr. Martin explained that this is for a grant from the state for \$27,149.93 Phase X of the Taxiway project.

RESOLUTION 2025-23

AUTHORIZE EXECUTIVE DIRECTOR TO ACCEPT AND EXECUTE STATE GRANT OFFER

WHEREAS, the Erie Regional Airport Authority (ERAA) has requested from the Pennsylvania Department of Transportation, Bureau of Aviation (BOA) funding in the amount of \$27,149.93 which is the 2.5% State share for the Realign and Reconstruct the Parallel Taxiway C Intersection as part of its BOA AIP Match Relocate and Reconstruct Taxiway A (Construct) (Phase X) Project. This is the State match for Federal Aviation Administration AIG grant #85-25.

IT IS HEREBY RESOLVED, by the Erie Regional Airport Authority Board of Directors, that the Executive Director is authorized to accept and execute the State Grant Offer upon receipt.

A'Darius Porter made the motion and Dorothy Smith-Frazier seconded. Approved by Yeas: Peter Burton, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, Ryan Bergquist, David Hallman, Jr., and A'Darius Porter.

New Business- none

Liaison Comments- Neither liaison attended.

Board Member Comments- Mr. Hallman and Mr. Burton thanked Mr. Pacansky and Mr. Martin for hosting the budget review meetings.

Executive Director's Report

Mr. Martin reported the following:

- There has been no disruption in air service during the federal government shutdown at ERI.
- We have learned that the SCASD grant may be released in December. We are applying for a grant to secure service to Chicago on American.
- American Airlines has the airline operating agreement for review. It is a 3 year renewal with a 2 year option (total of 5 years). We will get this in front of the Board for approval as soon as American returns it to us.

The meeting was adjourned at 12:18 PM.

Peter J. Burton

Peter Burton, Secretary

