

**ERIE REGIONAL AIRPORT AUTHORITY  
MEETING  
Wednesday, June 25, 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	Joe Ceresa, North Coast Air
Ryan Bergquist	Michelle Magee	Chuck Nelson, Erie City Council
A'Darius Porter	James Pacansky	Grayson Patterson, North Coast Air
Erin Kerner	Ian Bogle	Bill Patterson, North Coast Air
Dorothy Smith-Frazier	Tim Wachter	

**Participated by Phone:** Eric Rogers

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. Dorothy Smith-Frazier moved, and Ryan Bergquist seconded. Approved by Yeas: Erin Kerner, A'Darius Porter, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist.

**Public Comments-** none

**Approval of Minutes**

**May 25, 2025 Board Meeting Minutes**

A'Darius Porter moved to approve, and Brian Slawin seconded. Approved by Yeas: Erin Kerner, A'Darius Porter, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist.

**June 19, 2025 Special Board Meeting Minutes**

Eric Rogers moved to approve, and A'Darius Porter seconded. Approved by Yeas: Erin Kerner, A'Darius Porter, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist.

**Announce Executive Sessions-** none

**Committee Reports**

Finance Committee- On behalf of Finance Committee Chair David Hallman, Jr., James Pacansky stated that the Finance Committee Meeting met on June 24, 2025, and reviewed the finance report, cash forecasts, bills to be paid, and expense reports. The Committee recommends approval of the bills. Ryan Bergquist made the motion for approval seconded by Dorothy Smith-Frazier.

Approved by Yeas: Erin Kerner, A'Darius Porter, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist.

**Financial Report-** Mr. Pacansky reviewed the May finance report. The net deficit for the month of May was \$58,635, bringing our year to date deficit to \$604,824. We are unfavorable to budget \$184,569 with revenue down (unfavorable) \$188,345 and expenses down (favorable) \$3,776.

### **Resolutions**

Resolution 2025-07- Mr. Martin provided background and historical information pertaining to North Coast Air and the current lease agreement. Grayson Patterson stated that there has been a change in the type of customer visiting the FBO and improvements to the facility are needed. The lease extension allows North Coast Air to secure the funding needed for the improvements. Mr. Slawin asked that when appropriate, please get our local media involved to spread the news. In response to an inquiry from Mr. Bergquist, Mr. Martin stated that approval of this resolution is for a modification to the lease only. The modification is not contingent on whether or not North Coast Air secures the funding for the improvements.

### **RESOLUTION 2025 - 07**

#### **APPROVAL OF FIRST MODIFICATION TO FIXED BASE OPERATOR'S LEASE AGREEMENT**

**WHEREAS**, the Erie Regional Airport Authority ("Authority") AND North Cost Air, LLP ("NCA") entered into a Fixed Base Operator's Lease Agreement on November 16, 2009 (the "Lease") with respect to a certain Leased Premises located at the Erie International Airport, Tom Ridge Field ("Airport") in the Township of Millcreek Erie County, Pennsylvania; and

**WHEREAS**, in order to support a capital investment to be made by NCA at the Leased Premises, NCA has requested to amend the Term of the Lease and extend it for an additional ten (10) years to allow NCA to amortize its investment and support the contemplated capital improvements at the Leased Premises; and

**WHEREAS**, the Board of Directors ("Board") of the Authority desires to approve the requested restated term of the Lease, which restated term is forty-nine (49) years in length and therefore remains within the fifty (50) year threshold for long-term leases established by the Federal Aviation Administration ("FAA") in FAA Order 5190.6(B), section 12.3.b(3).

**AND NOW, THEREFORE, on this 25<sup>th</sup> day of June, 2025, it is hereby RESOLVED by the Board of Directors of the Erie Regional Airport Authority, the following:**

1. That the First Modification to Fixed Base Operator's Lease Agreement between the Authority and NCA, said First Modification incorporated into this Resolution as if fully set forth herein, is hereby APPROVED.
2. That Derek Martin, Executive Director, is authorized to execute the First Modification on behalf of the Authority.

Dorothy Smith-Frazier made the motion and Ryan Bergquist seconded. Approved by Yeas: Erin Kerner, A'Darius Porter, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist.

Resolution 2025-08- Mr. Martin explained that the type of foam in our two ARFF vehicles needs to be transitioned to a new type of FAA approved foam. The existing foam needs to be cleaned out of our vehicles and then disposed of properly. In response to an inquiry from Ms. Kerner, Mr. Martin explained that we will not be reimbursed for this expense.

#### **RESOLUTION 2025 - 08**

#### **AWARD OF ERIE INTERNATIONAL AIRPORT AIRCRAFT RESCUE AND FIREFIGHTING VEHICLE (ARFF) FLUORINE-FREE FOAM (F3) TRANSITION SERVICES BID**

**WHEREAS**, the Erie Regional Airport Authority ("ERAA") operates the Erie International Airport ("Airport") and presently owns two aircraft rescue and firefighting ("ARFF") vehicles which are equipped with aqueous film-forming foam ("AFFF") containing per- and poly-fluoroalkyl substances ("PFAS"); and

**WHEREAS**, the ERAA desires to transition its fleet of ARFF vehicles for the use of a newly FAA-approved fire extinguishing agent, which transition requires the removal of AFFF and associated PFAS-containing residue that may be present throughout the foam proportioning system on each AFFF vehicle; and

**WHEREAS**, the ERAA has publicly solicited bids from interested firms for the removal of AFFF from the Airport's ARFF vehicles and the off-site disposal of waste associated with the transition process ("the Project"); and

**WHEREAS**, ERAA received and publicly opened the one (1) bid received and reviewed the bids to determine (a) whether that bidder was a "responsible" bidder and (b) whether the bid was responsive to the bid specifications; and

**WHEREAS**, the bid submitted by Revive Environmental Technology LLC was the lowest (only) bid and was responsive to the ERAA's bid specifications and, therefore, the Administration recommends that the ARFF F3 Transition Services bid be awarded to Revive Environmental Technology LLC; and

**WHEREAS**, the ERAA's engineer and Solicitor have performed a due diligence review of the Revive bid and they concur that Revive Environmental Technology LLC is the lowest responsible and responsive bidder for the Project.

**AND NOW, THEREFORE, on this 25<sup>th</sup> day of June, 2025, it is hereby RESOLVED by the Board of Directors of the Erie Regional Airport Authority, the following:**

1. Revive Environmental Technology LLC is declared to be the lowest responsible and responsive bidder for the Project, with the bid amount of Two Hundred Ninety Seven Thousand Three Hundred Fifty Two Dollars (\$297,352).
2. The Board authorizes the Executive Director to execute the contract documents and proceed in all ways necessary with the award of the bid to and the execution of the contract with the lowest responsible and responsive bidder, Revive Environmental Technology LLC

A'Darius Porter made the motion and Dorothy Smith-Frazier seconded. Approved by Yeas: Erin Kerner, A'Darius Porter, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and Ryan Bergquist.

#### **RESOLUTION 2025 - 09**

#### **AUTHORIZE EXECUTIVE DIRECTOR TO ACCEPT AND EXECUTE FAA GRANT OFFER**

**WHEREAS**, the Erie Regional Airport Authority ("Authority") has received from the Federal Aviation Administration ("FAA") an offer for Infrastructure Investment and Jobs Act Airport Infrastructure Grant (IIJA-AIG) Grant 3-42-0030-085-2025 for \$1,031,697; and

**WHEREAS**, the Authority pledges that the local share has been secured for this grant; and

**WHEREAS**, the Authority authorizes the Executive Director to accept the grant and execute said grant on behalf of the Authority.

#### **It Is Hereby Resolved That:**

1. The Board hereby APPROVES and ACCEPTS a grant from the FAA in the amount \$1,031,697.
2. The Executive Director of the Authority is authorized to execute said grant on behalf of the Authority.

Erin Kerner made the motion and Ryan Bergquist seconded. Approved by Yeas:  
A'Darius Porter, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, Ryan Bergquist, and  
Erin Kerner.

**New Business-** none

**Liaison Comments-** Chuck Nelson of Erie City Council was in attendance but made no  
comments.

**Board Member Comments-** none

**Executive Director's Report**

Mr. Martin reported that our annual FAA Part 139 inspection took place at the beginning  
of June, which was 7 weeks earlier than in previous years. Due to the early inspection this  
year, painting and markings work was not completed before the inspection. Despite this,  
there were no discrepancies found in the inspection.

Mr. Martin reported that we will submit an application for a Small Community Air  
Service Development (SCASD) grant as soon as it is released, possibly July. We are  
working on letters of support for our application.

Brian Slawin made a motion to adjourn, and Erin Kerner seconded. Approved by Yeas:  
Erin Kerner, A'Darius Porter, Eric Rogers, Brian Slawin, Dorothy Smith-Frazier, and  
Ryan Bergquist.

**Adjournment: 12:14 PM**



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Peter Burton, Secretary

