

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, April 27, 2022**

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:	Daniel Giannelli	Derek Martin	Ed Tropper, Aviation Flyers
	Brian Slawin	Michelle Magee	Joe Kujawa
	Aaron Susmarski	James Pacansky	Sean Thompson, Mead & Hunt
	David Hallman, Jr.	Ian Bogle	Mitch Kalkhof, MPB
	Richard Wagner	Jennifer Gornall	Sean Vanderhoof, MPB
	Andrea Zdaniewski		John Bendig, Hangar 20
	Greg Hayes		Harvey Insler
	Sue Weber		

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

Approval of Agenda:

Brian Slawin made a motion to approve the agenda as presented and Richard Wagner seconded. Approved by Yeas: Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, David Hallman, Jr., and Sue Weber

Approval of Minutes:

Mr. Giannelli asked for a motion to approve the minutes of last month's Board Meeting. David Hallman, Jr. moved to approve, and Aaron Susmarski seconded.

Approved by Yeas: Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, and David Hallman, Jr.

Abstained: Sue Weber

Public Comments

Jack Bendig of Hangar 20 stated that for safety and emergency reasons he wants access to Gate 4. Mr. Bendig made a claim that concerns he previously made about his concerns are not reflected in the minutes. He hopes someone remembers what he said!

Committee Reports:

Finance Committee- In the absence of Finance Committee Chair Marybeth Smialek, Committee member David Hallman, Jr. reported that the Committee met on April 26, 2022. The Committee reviewed the financial report, current Cash Forecast and AR Summary, Capital Fund Transactions, Bills to be Paid, and the Business Expense Reports with no concerns. The Committee also received a presentation from McGill Power & Bell for the audit of 2021 financials. Mitch Kalkhof stated that the audit was clean with a few adjustments but no findings. Mr. Kalkhof viewed the following with the Committee:

- Summary of Statements of Net Position
- Asset/Deferred Outflow Composition as of December 31, 2021
- Asset Composition Trends
- Capital Assets
- Liability/Deferred Inflow Composition as of December 31, 2021
- Liability Composition Trends
- Summary of Statements of Revenues, Expenses/Changes in Net Position
- Operating Revenue Composition for the Year Ended December 31, 2021
- Operating Revenue Trends
- Operating Expense Composition for Year Ended December 31, 2021
- Operating Expenses Trends
- Other Relevant Trends
- Operating Revenues versus Enplaned Passengers and Landed Weights
- Summary of Required and Other Communications

Mr. Hallman stated that the Finance Committee recommends paying the bills as presented. Andrea Zdaniewski made a motion to approve, and Richard Wagner seconded. Approved by Yeas: Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, David Hallman, Jr., and Sue Weber.

Financial Report- James Pacansky reviewed the March Finance Report. The net deficit for the month of March was \$5,740. Year to date, the net deficit is \$30,822. We are favorable to budget year to date \$12,566 with revenue unfavorable to budget \$77,700 and expenses favorable to budget \$65,134.

Ad-Hoc Public Relations/Marketing- Committee Chair Dan Giannelli reported that the Committee held a meeting on April 20, 2022, where the committee received presentations from five PR firms. Mr. Giannelli reported that the committee is in the process of ranking the firms and moving towards next steps. In response to an inquiry from Mr. Wagner, Mr. Giannelli stated that we have not discussed budget yet with the PR firms.

There was no **Unfinished Business**.

Resolutions

Resolution 2022-11 Approval of Change Order No. 3 Deicing Facility

Mr. Martin explained that this resolution approves a change order with NEWCO Electric to revise the existing effluent valve piping to provide isolation from the discharge outlet and instantaneous shutoff capabilities to the testing port pipe. This is required to allow for high resolution calibration of the flow meter to provide flow control and adjustment from the newly installed control panel for the deicing facility.

Brian Slawin moved, and Richard Wagner seconded. Approved by Yeas: Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, David Hallman, Jr., and Sue Weber.

New Business

Audit Presentation

Mitch Kalkhof of McGill Power & Bell introduced himself to the Board. He stated that he presented the audit to the Finance Committee yesterday. Mr. Kalkhof reported a clean, unmodified opinion. Mr. Kalkhof reviewed the Authority's statement of net position as well as the statements of revenues, expenses, and changes in net position. Mr. Kalkhof thanked James Pacansky, Derek Martin and staff for the great work they do. He added that the airport is financially stable!

In response to an inquiry from Mr. Giannelli, Mr. Pacansky reported that we have already submitted for reimbursement under CARES II and CARES III. Also, there is no more reduced MAG for our concessionaires.

Mr. Susmarski and Ms. Weber both commented on the fact our pension is fully funded! For the sake of new Board member Sue Weber, Mr. Pacansky explained how we were able to fully fund the pension and what changes were made for new hires moving forward.

Mr. Wagner stated that he thinks we missed out by not borrowing money at 2% a few years back.

Public Comments from 3 to 5 minutes

Mr. Giannelli stated that the Airport Authority currently does not have a public participation policy and there is nothing pertaining to this in the Authority's bylaws.

Mr. Wagner stated that if you call ahead prior to a County Council meeting, you get 5 minutes to speak, but if you just show up you get 3 minutes. The City Council gives public speakers 5 minutes. We should do the same. Mr. Wagner contended that a citizen who takes the time to come to a meeting should get 5 minutes to speak; 3 minutes is just not enough time. He stated that Lou Aliota can get long winded so at 5 minutes he will just have to be cut off. Mr. Slawin added that allowing 5 minutes for each public speaker isn't a big deal, but the speaker should stay on topic. Ms. Gornall explained that the Board cannot prescribe what the public speaks on as long as it is relevant to the airport.

Mr. Hallman stated that this is his 8th year on this Board. He cannot recall there ever being a time that he thought things would be different if only a public speaker had 2 more minutes to speak. He added that he feels this will just encourage the naysayers and more issues that do not move anything forward.

Gregory Hayes made a motion to increase individual speaker comments during public comments from 3 minutes to 5 minutes and Richard Wagner seconded. Approved by Yeas: Richard Wagner, Daniel Giannelli, Gregory Hayes, Brian Slawin, and Sue Weber. Nays: Aaron Susmarski, Andrea Zdaniewski, and David Hallman, Jr.

There were no liaisons present for **Liaison Comments**.

Board Member Comments

Ms. Weber commended Mr. Martin on an excellent audit report.

Mr. Wagner stated that Mr. Martin mentioned something that he had never heard before in his recent presentation to Erie City Council regarding the million dollars added to our project by Millcreek Township. Mr. Martin explained that Millcreek requires a 100 year flood for stormwater and the federal government requires 5 year. This added a million dollars to the cost of the project. Sean Thompson of our engineering firm Mead & Hunt verified this information.

Executive Director's Report

Mr. Martin stated that we will be hosting another TSA precheck enrollment in the airport terminal May 2nd through May 6th. More information can be found on the Airport's website on the bottom of the homepage.

Mr. Martin reported that the ROTC from McDowell High School will be participating in a FOD walk on May 6th.

Mr. Martin reported that we will be starting the process of lease negotiations as several of our leases are coming up for renewal: airline operating agreements and the FAA tower and SSC.

Andrea Zdaniewski made a motion to adjourn, and David Hallman, Jr. seconded.
Approved by Yeas: Aaron Susmarski, Richard Wagner, Daniel Gianelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, David Hallman, Jr., and Sue Weber

Adjournment: 12:56 PM

David Hallman, Jr., Secretary