

**ERIE REGIONAL AIRPORT AUTHORITY  
MEETING  
Thursday, January 22, 2015**

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

**Attendees:**

Frank Stefano	Sheilah Bruno	Fiore Leone, County Council
Christopher Parker	Michelle Magee	Phil Fatica, County Council
Lou Bizzarro	Irene Seyler	Dawn Spence, Michael Baker
Namon McWilliams	Ian Bogle	Brian Harsh, AECOM
Luvennise Gamble	Kim Scharrer	Ed Kissell
Jennifer Gornall	Bill Nichols	
	Crystal Nye	

Participated by phone: Charles Augustine

Board President, Frank Stefano opened the meeting at 2:00 pm with the Pledge of Allegiance.

**Approval of Agenda:**

Frank Stefano asked for a motion to approve the agenda as presented.

Christopher Parker moved and Namon McWilliams seconded.

The agenda was approved by Yeas: Frank Stefano, Charles Augustine, Christopher Parker, Lou Bizzarro, Namon McWilliams, and Luvennise Gamble.

**Approval of Minutes:**

Board Meeting- December 18, 2014 and Reorganization Meeting- January 5, 2015

Namon McWilliams moved and Lou Bizzarro seconded. The minutes were approved by Yeas: Frank Stefano, Charles Augustine, Christopher Parker, Lou Bizzarro, Namon McWilliams, and Luvennise Gamble.

**Committee Reports:**

Finance Committee- Committee Chair Christopher Parker reported that the Finance Committee held a meeting on Tuesday, January 20, 2015. The cash forecast, finance report, capital fund transactions, bills to be paid, and expense reports were reviewed.

Mr. Parker recommends the approval of the January bills to be paid. Christopher Parker moved and Namon McWilliams seconded. Approved by Yeas: Charles Augustine, Christopher Parker, Lou Bizzarro, Namon McWilliams, Luvennise Gamble, and Frank Stefano.

Sheilah Bruno reviewed the financial report with the group: the net deficit after debt service for December is \$113,381 and the year to date net surplus after debt service is \$199,061.

Ms. Bruno reported a positive outcome to our efforts to secure tax exempt status for the properties that were part of the now expired KOZ program.

Ms. Bruno reported that the audit of our 2014 financials by BKD is scheduled to begin February 23, 2015.

**Board Member Comments:**

Mr. Parker recognized Mary Tseng's service to the Airport Authority Board of Directors and Finance Committee. Mr. Stefano also publically thanked Ms.

Tseng on behalf of the entire Board.

**Executive Director's Report:**

Ms. Bruno complimented the Airfield staff for their extraordinary efforts during recent inclement weather.

Ms. Bruno reported that Mr. Rodgers continues to work with ERI's existing airlines to finalize their summer schedules. She added that Mr. Rodgers will continue to work from home and is expected back in the office in February.

**Liaison Comments:**

Phil Fatica commented that County Council is very anxious for the upcoming meeting with the Airport scheduled for January 27, 2015 to discuss the runway improvement program local fund closeout.

*\*\*\*Post Meeting Note\*\*\* A letter from the Executive Director was sent to Jim Sparber at the County in advance of the January 27, 2015 meeting that updated the County on the current state of the runway project closeout. The letter included a determination of \$4,480,133 expected local share to be returned to the County upon final financial closeout.*

*Due to an error when the address for the ITC building was distributed, new board members Daniel Giannelli and David Hallman, Jr. arrived after the start of the meeting. Board members and staff welcomed Mr. Giannelli and Mr. Hallman at the end of the meeting.*

Christopher Parker moved for adjournment and Namon McWilliams seconded.

Approved by Yeas: Frank Stefano, Charles Augustine, Christopher Parker, Lou Bizzarro Namon McWilliams, and Luvennise Gamble.

**Adjournment: 2:09 PM**

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Lou Bizzarro, Secretary