

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, November 15, 2017**

Minutes of a Meeting of the Erie Regional Airport Authority duly posted and advertised, held in the Board Room in the terminal of the Erie International Airport, Tom Ridge Field, 4411 West 12th Street in Millcreek Township, Erie County, Pennsylvania.

Attendees:

Christopher Parker	George Doughty	Joe Ceresa, North Coast Air
Charles Augustine	Michelle Magee	Ed Kissell
Namon McWilliams	Sheilah Bruno	
Andrea Zdaniewski	Ian Bogle	
Patrick Cappabianca	Kim Scharrer	
David Hallman, Jr.	Irene Seyler	
Daniel Giannelli	Crystal Nye	
Jennifer Gornall		

Participated by Phone: William Jerin

Opened: 3:02 pm

Board President Christopher Parker opened the meeting with the Pledge of Allegiance to the Flag of the United States of America.

Approval of Agenda:

Mr. Parker asked for a motion to approve the agenda. Namon McWilliams moved and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., and William Jerin.

Approval of Minutes:

Board Meeting- October 25, 2017

Charles Augustine moved to approve the minutes and Namon McWilliams seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Namon McWilliams, Patrick Cappabianca, and William Jerin. Abstained: David Hallman, Jr.

Mr. Giannelli (3:05 pm) and Ms. Zdaniewski (3:07 pm) both arrived after the vote for the approval of the September Board Meeting Minutes.

Public Comments:

In response to a question from Ed Kissell, George Doughty provided an update on the wetlands.

Committee Reports:

Finance Committee- Finance Committee Member Daniel Giannelli reported that the Finance Committee held a meeting on Tuesday, November 14, 2017. During the meeting, the committee reviewed the Cash Forecast, September Finance Report, Capital Fund Transactions, and Bills to be Paid.

Mr. Giannelli stated that the Committee recommends approval of the bills to be paid. Daniel Giannelli moved and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Sheilah Bruno reviewed the September Finance Report. She reported a net surplus for the month of September of \$36,531. We are favorable to budget \$289,742.

Nominating Committee- Charles Augustine reported that the Nominating Committee will meet in an Executive Session following today's Board Meeting for personnel matters. A slate for 2018 Board Officers will be presented at the December Board Meeting and voted on at the January Board Meeting.

Community Relations Committee- Mr. Augustine shared with the Board the mural design for the Chris Rodgers memorial wall (the cost for the mural was previously approved by the Board). Michelle Magee will send notice to proceed to artist Ehren Knapp.

Resolutions

Resolution 2017-17 Adoption of 2018 Capital Budget and Resolution 2017-18 Adoption of 2018 General Operations Budget- Mr. Parker stated that budget review meetings were held November 8, 2017 and November 9, 2017. Mr. Parker commended staff for their efforts preparing and delivering the budget. Hearing no additional comments from Board Members, Mr. Parker asked for a motion to adopt the 2018 Capital Budget. Andrea Zdaniewski moved and Daniel Giannelli seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Mr. Parker asked for a motion to adopt the 2018 General Operations Budget. Namon McWilliams moved and Charles Augustine seconded. Approved by Yeas: Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., William Jerin, Andrea Zdaniewski, and Christopher Parker.

Liaison Comments

There were no liaisons present.

Board Member Comments

There were no Board Member Comments.

Executive Director's Report

Air Service-

Mr. Doughty reported the following:

- All three airlines servicing ERI plan to offer all jet service by the end of December. American will have two scheduled flights daily to Philadelphia, Delta will have three daily to Detroit, and United will have two daily to Chicago. Mr. Doughty added that our enplanements are down a little from last year, but having more seats available to end the year should help our numbers.
- After an inquiry from Mr. Cappabianca, Mr. Doughty provided an update on Southern Airways Express.

Activities Report-

Ms. Magee provided an update on the Pennsylvania Real ID issue.

Mr. Hallman shared a recent positive experience his family had with Delta when traveling back to Erie during the tornado/storms in early November. Mr. Hallman stated that Delta added a flight in order to get people back to Erie. Mr. Doughty added that SkyWest has been great to work with.

After an inquiry from Mr. Kissell, Mr. Doughty reported that the storm system that moved through the area on November 5, 2017 did cause some delays. Mr. Kissell asked if Erie could get the NOAA station back at the airport. Mr. Doughty explained that federal policy moved the NOAA station out of Erie (other cities too) and it is highly unlikely that the policy would change to bring a station back to the local area.

Mr. Giannelli asked if the casino has contacted the airport regarding a presence in the airport. Mr. Doughty stated that the casino has not reached out. Jennifer Gornall explained the legislation and how it would affect the airport. Mr. Augustine offered to speak with Jeff Favre, General Manager of Presque Isle Downs & Casino to see if the casino is even considering ERI. The Board directed Mr. Augustine to proceed.

Ms. Magee reminded the Board that the December Finance Committee Meeting will be held on Tuesday, December 19, 2017 at 3:30 pm and the December Board Meeting will be held on Wednesday, December 20, 2017 at 3:00 pm.

David Hallman, Jr. made a motion to adjourn and Charles Augustine seconded.
Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Adjournment: 3:31 PM

Namon McWilliams, Secretary