

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, November 17, 2021**

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:

Andrea Zdaniewski	Jack Bendig, Hangar 20
David Hallman, Jr.	Ed Tropper, Aviation Flyers
Gregory Hayes	Sarah Schnarrs, Fairview resident
Daniel Giannelli	Fred Veith, Hangar 20
Brad Peganoff	Michael Keys, Erie City Council
Marybeth Smialek	Terry A. Lay (? illegible), resident
Patrick Cappabianca	Vinh Lu (? illegible), resident
Derek Martin	Ehren Knapp
Michelle Magee	
James Pacansky	

Participated via Zoom: Richard Wagner Aaron Susmarski

Board President Andrea Zdaniewski opened the meeting at 12:17 PM with the Pledge of Allegiance to the United States of America.

Approval of Agenda:

The agenda was revised to move Ehren Knapp's presentation to Public Comments rather than Board Member Comments. Also, the topics by Brad Peganoff should be removed from Board Member Comments. Marybeth Smialek made a motion to approve the agenda as revised and David Hallman, Jr. seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Patrick Cappabianca, David Hallman, Jr., and Brad Peganoff.

Approval of Minutes:

Ms. Zdaniewski asked for a motion to approve the minutes of the last Board Meeting as presented. Daniel Giannelli moved to approve, and Patrick Cappabianca seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Andrea Zdaniewski, Patrick Cappabianca, and David Hallman, Jr. Abstained: Gregory Hayes and Brad Peganoff

Public Comments

Mr. Cappabianca introduced local artist Ehren Knapp. He explained that he first met Ehren during the Little Italy revitalization efforts and his murals are excellent. The idea Ehren will be presenting today will benefit the entire city. Erie is now a tourist city and this idea from Ehren Knapp will bring people to Erie. The idea Ehren is presenting will add value to the community. Mr. Peganoff added that Ehren Knapp is also the muralist for the wall of fame mural in the airport. Mr. Knapp distributed hard copies of his

presentation to the Board. Mr. Knapp is asking the airport to donate the approximately seven acres south of the airport to him for the Erie Aviation & Aerospace Discovery Center. This would be a 5-6 year program with identified milestones. Ms. Smialek asked for clarification on what Mr. Knapp wants the airport to do. Mr. Knapp confirmed that he wants the airport to support the plan. Before anyone else spoke, Mr. Cappabianca stated that we need to do some research on the property before “naysayer” Derek Martin says we can’t do anything like this on the property because it wasn’t his idea. Ms. Smialek, Ms. Zdaniewski, and Ms. Gornall all reminded Mr. Cappabianca of the discussion during Executive Session and comments should not be rude and insulting. Mr. Cappabianca said no one is going to stop him from speaking and he can say whatever he wants. Mr. Cappabianca told Mr. Martin that he is going off the Board at the end of the year but will haunt him if he tries to stop this project. Ms. Smialek again reminded Mr. Cappabianca of what was said during Executive Session. Mr. Cappabianca told Ms. Smialek that she needs to “shut up” too. Ms. Zdaniewski thanked Mr. Knapp for the information and his presentation. Mr. Cappabianca continued to speak. He said Mr. Knapp has a good idea here and it deserves to happen! In response to a question from Mr. Giannelli, Mr. Knapp stated that the center will be non-profit and bring in no revenue. Mr. Knapp referenced museums in Elmira and Horseheads. Ms. Zdaniewski again thanked Mr. Knapp for the information.

Committee Reports:

Finance Committee- Finance Committee Chair David Hallman Jr. reported that the Committee met on November 16, 2021. There were no financials to review due to the early meeting. The October financials will be available in December. The Committee did review the Cash Forecast and AR Summary, Capital Fund Transactions, Bills to be Paid, and the Business Expense Reports with no concerns. The Finance Committee recommends paying the bills as presented. Marybeth Smialek made a motion to approve, and Patrick Cappabianca seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Patrick Cappabianca, David Hallman, Jr., and Brad Peganoff. James Pacansky stated that due to the early meeting, the October **Finance Report** will be available in December.

Personnel Committee- Personnel Committee Chair Daniel Giannelli stated that a draft evaluation for the Executive Director will be sent out to the Board later today then we will have a meeting to discuss.

There was no **Unfinished Business**.

Resolutions

Resolution 2021-26 Authorize Executive Director to Accept and Execute State Grant- Airport Marketing Evaluation Study

Mr. Martin explained that the state has awarded us money to conduct a marketing evaluation study for this region.

Brad Peganoff moved, and Daniel Giannelli seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Patrick Cappabianca, David Hallman, Jr., and Brad Peganoff.

Resolution 2021-27 Adoption of 2022 Capital Budget

Mr. Martin stated that the budget was distributed to the Board and three different budget review meetings were also held for those interested.

David Hallman, Jr. moved, and Marybeth Smialek seconded. Approved by Yeas: Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Patrick Cappabianca, David Hallman, Jr., Brad Peganoff, and Marybeth Smialek.

Resolution 2021-28 Adoption of 2022 General Operations Budget

Mr. Martin stated that the budget was distributed to the Board and three different review meetings were held for those interested.

David Hallman, Jr. moved, and Marybeth Smialek seconded. Approved by Yeas: Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Patrick Cappabianca, David Hallman, Jr., Brad Peganoff, Marybeth Smialek, and Aaron Susmarski.

Resolution 2021-29 Approval of Temporary COVID-19 Related Changes to Airline Operating Agreement

Mr. Martin explained that this resolution reduces the common use fee to the airlines by 50%.

Gregory Hayes moved, and Brad Peganoff seconded. Approved by Yeas: Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Patrick Cappabianca, David Hallman, Jr., Brad Peganoff, Marybeth Smialek, Aaron Susmarski, and Richard Wagner.

New Business

Aaron Susmarski reported that the Nominating Committee will meet in early December to prepare a slate of 2022 officers to present to the Board at the December meeting for consideration. The Board will vote on the slate in January. Mr. Susmarski stated that he is the chair of this committee. Mr. Hallman and Mr. Hayes are on the committee.

Liaison Comments

City Liaison Michael Keys thanked Mr. Cappabianca for his years of service. Mr. Keys commented that he didn't hear the financial report and hopes the airport is still in the black. In response to Mr. Keys' comment about the financial report, Mr. Pacansky reiterated what he stated earlier in the meeting- due to the early meeting this month the October finance report will be available in December.

Board Member Comments

Mr. Hallman stated that he noticed a few things about the parking concessionaire's office/booth on a recent visit to the airport.

1. The booth needs Wi-Fi.
2. The manager needs a new computer. The computer he uses still takes floppy disks!

3. The nighttime parking attendant has to hand write plate numbers of all cars in the lot every night. There has to be a better system!

Mr. Martin explained that the Board previously approved the purchase of new automated parking equipment. The new equipment has been ordered. The upgrades should address these issues.

Mr. Pegano added that the booth does not have hot water either.

Mr. Cappabianca stated that he has nothing personal against Mr. Martin or Ms. Smialek or anyone else. Ms. Smialek responded that she has no issues with Mr. Cappabianca either except for when he is rude.

Mr. Giannelli asked how to move forward with hiring a public relations firm. Ms. Zdaniewski said she will appoint an Ad-Hoc Committee for this purpose at the next meeting.

Executive Director's Report

- Mr. Martin reported that the airport's most recent FAA Part 139 annual inspection resulted in zero discrepancies found.
- Mr. Martin stated that he will work with Ms. Gornall, Ms. Zdaniewski, the FAA, and the BOA to determine legal concerns with regards to what was presented. It will be discussed with the Board once the research is complete. Mr. Martin stated that he would reach out to Mr. Knapp to determine what he is specifically asking for in his presentation.

Marybeth Smialek made a motion to adjourn, and Brad Pegano seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Gianelli, Gregory Hayes, Andrea Zdaniewski, Patrick Cappabianca, David Hallman, Jr., and Brad Pegano.

Adjournment: 12:56 PM

Marybeth Smialek, Secretary

The ERAA Board met in Executive Session prior to the Regular Meeting to discuss real estate matters and receive privileged legal advice.