

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, December 18, 2019**

Minutes of a Meeting of the Erie Regional Airport Authority duly posted and advertised, held in the Board Room on the second floor of the Intermodal Center, 208 East Bayfront Parkway, Erie, Pennsylvania.

Attendees:

Christopher Parker	Derek Martin	Cas Kwitowski, Erie City Council
Daniel Giannelli	Michelle Magee	Jack Bendig, Hanagar 20
Richard Wagner	James Pacansky	Ed Tropper, Aviation Flyers
Gregory Hayes	Jennifer Gornall	Grayson Patterson, North Coast Air
Patrick Cappabianca		
Marybeth Smialek		
Andrea Zdaniewski		

Participated by Phone: David Hallman, Jr. and Aaron Susmarski

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

Approval of Agenda:

Mr. Parker stated that the agenda needs to be amended to add Resolution 2019-40 Approval of Collective Bargaining Agreement with Public Safety Officers Union and asked for a motion to approved the agenda as amended. Marybeth Smialek moved to approve the agenda as amended and Daniel Giannelli seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Aaron Susmarski, Richard Wagner, Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., and Marybeth Smialek.

Approval of Minutes:

Board Meeting- November 20, 2019

Mr. Parker asked for a motion to approve the minutes as presented. Marybeth Smialek moved to approve the minutes and Daniel Giannelli seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Aaron Susmarski, Richard Wagner, Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., and Marybeth Smialek.

Andrea Zdaniewski arrived after the Approval of the Minutes

Mr. Parker announced that the Board held a Meeting of the Whole on December 12th at the Knox Law Firm. An Executive Session followed the Meeting of the Whole.

Public Comments

Ed Tropper of the Aviation Flyers group stated again that he has asked for the rules and regulations to be changed to no avail. He added that no one wants to do business here and all groups including North Coast Air have vacant hangars they can't sell!

Jack Bendig of the Hangar 20 group expressed his frustration that hangar owners go through background checks to access their own hangars but can't get their own access to the other hangar groups across the field so they can socialize.

Grayson Patterson of North Coast Air addressed the group regarding Mr. Tropper's comments about North Coast Air. He stated that he is not sure where Mr. Tropper gets his facts and that he usually sits here and says nothing while Mr. Tropper and others state misinformation. This time he would like to clarify that North Coast Air has no vacancies. In fact, North Coast Air had to turn someone away yesterday who wanted to hangar just for the night because they have no room!

Committee Reports:

Finance Committee- On behalf of Finance Committee Chair David Hallman, Committee Member Daniel Giannelli reported that the Finance Committee held a meeting on December 17, 2019. The Committee reviewed the cash forecast, A/R summary, bills to be paid, capital fund transactions, and expense reports. Due to meeting date changes for November and December, the Committee reviewed the October 31, 2019 financials. Mr. Giannelli stated that the Finance Committee recommends approval of the bills. Approval of the Bills to be Paid- Richard Wagner moved, and Gregory Hayes seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Aaron Susmarski, Richard Wagner, Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, and Andrea Zdaniewski.

Finance Report:

Reviewing the October 31, 2019 Financial Report, James Pacansky reported a net surplus after debt service of \$535,249. We are \$469,743 favorable to budget year to date with revenue favorable to budget \$132,060 and expenses favorable to budget \$337,413.

There was no **Unfinished Business**

Resolutions

Resolution 2019-34 Appointment of the Knox Law Firm as Solicitor for FY2020- Patrick Cappabianca made a motion for approval and Marybeth Smialek seconded. Approved by Yeas: Christopher Parker, Richard Wagner, Daniel Giannelli, Aaron Susmarski, Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, and Andrea Zdaniewski.

Resolution 2019-35 Appointment of BKD LLP CPAs for the 2019 Concession Audit- Mr. Martin stated that the concession audit for 2019 would be of Enterprise Car Rental Agency. Gregory Hayes made a motion for approval and Daniel Giannelli seconded. Approved by Yeas: Richard Wagner, Daniel Giannelli, Aaron Susmarski, Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, Andrea Zdaniewski, and Christopher Parker.

Resolution 2019-36 Appointment of McGill, Power, Bell & Associates LLP CPA for the Audit of 2019 Financial Statements- Patrick Cappabianca made a motion for approval and Daniel Giannelli seconded. Approved by Yeas: Daniel Giannelli, Aaron Susmarski, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, Andrea Zdaniewski, and Richard Wagner.

Resolution 2019-37 Approval of Collective Bargaining Agreement- Marybeth Smialek made a motion for approval and Andrea Zdaniewski seconded. Approved by Yeas: Aaron Susmarski, Gregory Hayes, Daniel Giannelli, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, Andrea Zdaniewski, Christopher Parker, Richard Wagner, and Daniel Giannelli.

Resolution 2019-38 Approval of Changes to Employee Pension Plan- Mr. Martin explained the changes made to the employee pension plan. These changes have been incorporated in both newly negotiated collective bargaining agreements. Richard Wagner made a motion for approval and Patrick Cappabianca seconded. Approved by Yeas: Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, Andrea Zdaniewski, Christopher Parker, Richard Wagner, Daniel Giannelli, and Aaron Susmarski.

Resolution 2019-39 Approval of Hangar Land Lease with Greenleaf Corporation- Andrea Zdaniewski made a motion for approval and Marybeth Smialek seconded. Approved by Yeas: Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, Andrea Zdaniewski, Christopher Parker, Richard Wagner, Daniel Giannelli, Aaron Susmarski, and Gregory Hayes.

Resolution 2019-40 Approval of Collective Bargaining Agreement with Public Safety Officers Union- Daniel Giannelli made a motion for approval and Richard Wagner seconded. Approved by Yeas: David Hallman, Jr., Marybeth Smialek, Andrea Zdaniewski, Christopher Parker, Richard Wagner, Daniel Giannelli, Aaron Susmarski, Gregory Hayes, and Patrick Cappabianca.

New Business

Mr. Cappabianca presented the Nominating Committee's Slate of Officers for 2020:

- President- Christopher Parker
- Vice President- Daniel Giannelli
- President Pro Tem- Andrea Zdaniewski
- Treasurer- David Hallman, Jr.
- Secretary- Marybeth Smialek

Mr. Parker stated that voting on the Slate of Officers will be the first order of business at the regular January Board Meeting on January 22, 2020.

There were no **Liaison Comments**

Board Member Comments

Mr. Cappabianca commended Mr. Kwitowski for his attendance at Airport Authority meetings. In previous years, very few liaisons attended meetings on a regular basis. Mr. Kwitowski said the airport is very important and he hopes his replacement is an active participant. Mr. Cappabianca wished everyone a Merry Christmas!

Mr. Wagner stated that he ran in to Jack Bendig at the grocery store and Mr. Bendig thought perhaps the Authority would be interested in purchasing his hangar.

Executive Director's Report

Mr. Martin reported that our PIB loan will be paid off early due to one large payment made this month to pay the balance. It is six months early! Mr. Martin provided updates on grant funding for planned projects.

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

Adjournment: 12:37 PM

Marybeth Smialek, Secretary