

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, February 24, 2016**

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

Attendees:

Charles Augustine	Christopher Rodgers	Dawn Spence, Michael Baker
Frank Stefano	Michelle Magee	Dana Young, FAA AT
William Jerin	Sheilah Bruno	Amanda Hiwiller, AA
Daniel Giannelli	Ian Bogle	
Patrick Cappabianca	Irene Seyler	
Namon McWilliams	Kim Scharrer	
Andrea Zdaniewski	Crystal Nye	
Jennifer Gornall		

Participated by Phone: David Hallman, Jr.

Board Vice President, Charles Augustine opened the meeting at 3:00 pm with the Pledge of Allegiance. Mr. Augustine welcomed new Board Member Andrea Zdaniewski.

Approval of Agenda:

Mr. Augustine asked for a motion to approve the agenda as presented. Frank Stefano moved and Namon McWilliams seconded. The agenda was approved by Yeas: Charles Augustine, Daniel Giannelli, Namon McWilliams, Frank Stefano, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Approval of Minutes:

Board Meeting- January 27, 2016

Namon McWilliams moved and Patrick Cappabianca seconded. The meeting minutes were approved by Yeas: Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Abstained: Frank Stefano

Committee Reports:

Finance Committee- Finance Committee Chair, Frank Stefano reported that the Finance Committee held a meeting on Tuesday, February 23, 2016. The cash forecast, finance report, capital fund transactions, bills to be paid, and expense reports were reviewed.

The committee recommends to the Board the approval of the bills to be paid. The bills were presented to the Board for approval. Frank Stefano moved and William Jerin seconded. Approved by Yeas: Charles Augustine, Daniel Giannelli, Namon McWilliams, Frank Stefano, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Sheilah Bruno reported a net surplus after debt service of \$8,435 for the month of January. Year to date, we are unfavorable to budget \$7,430.

Community Relations Committee- Community Relations Committee Chair
Charley Augustine reported that the committee held a meeting on Tuesday, February 23, 2016. This year's Boyd Conference was discussed. The Committee recommends 3 attendees- the Executive Director and 2 Board Members. Mr. Augustine reported that the committee also reviewed the candidates for 2016 Wall of Fame honoree consideration. Mr. Augustine shared with the Board information on each of the 4 candidates- First Lt. John J. Chimenti, Col. James A. Regenor, Col. William S. Hurley, and Lt. Harry L. Blystone. He stated that the Community Relations Committee recommends that all 4 candidates be honored this year. Patrick Cappabianca made a motion to approve all 4 candidates for this year's Wall of Fame and Frank Stefano seconded. Approved by Yeas: Charles Augustine, Daniel Giannelli, Namon McWilliams, Frank Stefano, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski. Mr. Rodgers added that an unveiling ceremony is being planned for Friday, July 1, 2016 at 10:00 am in the baggage claim area of the airport. More information to follow as the date nears. Michelle Magee has been directed to notify and assist the families of those being honored.
Mr. Augustine reported that the committee briefly discussed the possibility of a self-funded scholarship related to the Porreco College pilot certificate program to begin this fall. More information will be presented for consideration at the March Board Meeting.

Resolutions:

Resolution 2016-02 Authorization to Enter into an Aviation Support and Maintenance Services Agreement with Vaisala Inc.

Mr. Rodgers explained that this agreement with Vaisala is for our surface sensor system. Vaisala is the company that installed our state of the art surface sensor system. Thanks to Airport Electrician Mark Kapen, we were able to secure a three year agreement with the same price for all three years.

Frank Stefano moved and Namon McWilliams seconded. Approved by Yeas: Charles Augustine, Daniel Giannelli, Namon McWilliams, Frank Stefano, Patrick Cappabianca, David Hallman, Jr., Williams Jerin, and Andrea Zdaniewski.

Resolution 2016-03 Approval of Exposure Control Plan

Mr. Rodgers explained that Kim Scharrer worked with the Knox Law Firm to draft a blood borne pathogen policy for our first responders. Mr. Rodgers added that we are mandated to provide training and protection from blood borne pathogens by law. Mr. McWilliams asked who pays for the training and preventative measures described in the policy. Mr. Rodgers stated that the Airport Authority does.

Namon McWilliams moved and Patrick Cappabianca seconded. Approved by Yeas: Charles Augustine, Daniel Giannelli, Namon McWilliams, Frank Stefano,

Patrick Cappabianca, David Hallman, Jr., Williams Jerin, and Andrea Zdaniewski.

New Business

Mr. Rodgers reported that there is legislation being considered to transfer air traffic control from the FAA to a not-for-profit corporation. He said that he recently spoke to County Executive Kathy Dahlkemper about this issue. Mr. Rodgers believes there is not enough information to make a recommendation at this time. He explained that the airlines are really pushing to have this function taken out of the hands of the government.

Liaison Comments

City and County Council Liaisons were not in attendance. Mr. Rodgers commented that Kathy Fatica will be the County Council Liaison to our Board for 2016. Curtis Jone, Jr. remains the City Council Liaison for this year. Cas Kwitowski is the alternate liaison for City Council. Mr. Rodgers added that we look forward to working with them this year.

Board Member Comments

Mr. Cappabianca shared that he was approached at church by an individual who was recently diverted to Columbus on a Delta flight traveling to Erie from Detroit. The passengers were told that ERI could not accept the aircraft so the aircraft went to Columbus and returned to ERI a couple of hours later. Mr. Rodgers explained that it may have diverted due to a visibility issue during a lake effect snow event, but without the date of the flight he could not know for sure. Visibility minimums at ERI have drastically improved with the runway extension, but nothing completely eliminates visibility issues.

Mr. Giannelli asked if there was an update on the strategic plan yet. Mr. Rodgers said that the plan is in the hands of the consultant.

Executive Director's Report

Mr. Rodgers reported that ERI kicked off 2016 with a small decrease over January 2016. With continued good load factors, we had a pretty good start to the year. Based on an analysis done by the Boyd Group at the request of Mr. Rodgers, a 3% increase in available seats at ERI is anticipated by year end. Flight schedules remain flexible with no planned changes to note at this time. Crew shortages and aircraft availability continue to impact new service and service expansion opportunities at this time.

Mr. Rodgers reported that the audit of our 2015 financials is underway. The results of the audit will be presented to the Finance Committee and then the full Board at the April meetings. Mr. Rodgers added that changes to GASB rules will impact pension liability calculations, depreciation, and mortality tables resulting in changes to pension funding.

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

Adjournment: 3:40 PM

Namon McWilliams, Secretary