

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, February 27, 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:

Daniel Giannelli	Derek Martin	Greyson Patterson, NCA
Andrea Zdaniewski	Michelle Magee	Sarah Schnars, NCA
Aaron Susmarski	James Pacansky	Dawn Spence, Michael Baker
Marybeth Smialek	Kim Scharrer	Ed Tropper, Aviation Flyers
David Hallman, Jr.	Jennifer Gornall	Matthew Rink, Erie Times News
Patrick Cappabianca		Aaron Robinson, ERT
Richard Wagner		Don Chase, Hangar 20
Gregory Hayes		Fred Veith, Hangar 20
		Jack Bendig, Hangar 20
		Cas Kwitowski, Erie City Council

Opened: 12:06 PM

In the absence of President Christopher Parker, Vice President Daniel Giannelli opened the meeting with the Pledge of Allegiance to the Flag of the United States of America.

Approval of Agenda:

Mr. Giannelli stated that the agenda would be amended to add Resolution 2019-11 and asked for a motion to approve the agenda as amended. David Hallman, Jr. moved and Aaron Susmarski seconded. Approved by Yeas: Daniel Giannelli, Aaron Susmarski, Richard Wagner, Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, and Andrea Zdaniewski.

Approval of Minutes:

Board Meeting- January 23, 2019

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

Public Comments

Mr. Giannelli invited members of the public to comment. He asked that comments be kept to 3 minutes for each speaker and reminded the group that this is an opportunity to comment; not a question and answer period.

- Ed Tropper, Aviation Flyers- Mr. Tropper shared a letter from Aircraft Owners and Pilots Association (AOPA) that asks the Erie Regional Airport Authority (ERAA) to be fair to the aircraft owners. Mr. Tropper stated that the old rules and regulations were not followed because they were unreasonable. The stated that

the Federal Aviation Administration (FAA) does not care what the rules are just that they are followed. The rules here are ridiculous! Mr. Tropper suggested that the Board get together with the tenants to put together something reasonable.

- Mark Youngs, Aviation Flyers- Mr. Youngs feels the concerns of the hangar tenants that were previously expressed during meetings to Mr. Martin fell on deaf ears. Mr. Youngs states that there is a bigger liability by enforcing unfair restrictions. Mr. Youngs does not believe that Mr. Martin ever consulted the FAA on this issue.
- Grayson Patterson, North Coast Air- Mr. Grayson stated that the Fixed Based Operator (FBO) at the airport supports Mr. Martin and the ERAA Board in its efforts to enforce the minimum standards. The Board made its decision at the last meeting; not everyone is pleased but it is time to move on!
- Jack Bendig, Hangar 20- Mr. Bendig asked why do we even have a lease if the rules and regulations cancel out everything in the lease?

Mr. Cappabianca just doesn't understand why this is all coming up now. The hangar groups and North Coast Air have all been on the airfield together for years with no issues.

Committee Reports:

Finance Committee- Finance Committee Chair David Hallman stated that the Finance Committee held a meeting on February 26, 2019. The cash forecast, A/R summary, bills to be paid, finance report, capital fund transactions, and expense reports were reviewed with no questions or concerns. Approval of the Bills to be Paid- Andrea Zdaniewski moved and Patrick Cappabianca seconded. Approved by Yeas: Daniel Giannelli, Aaron Susmarski, Richard Wagner, Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, and Christopher Parker.

James Pacansky reviewed the Finance Report. We had a net deficit of \$82,005 for the month of January. Year to date we are unfavorable to budget \$5,565 with revenues favorable to budget \$20,613 but expenses unfavorable to budget \$26,175. This is primarily due to damage to a fire hydrant on our property by a tenant. Mr. Pacansky explained that we expect to be reimbursed for the damage by the tenant's insurance company.

Ad-Hoc Committee- Mr. Hayes reported that the Ad-Hoc Committee held a meeting on February 18, 2019 to finalize their recommendations for the K9 program to make recommendations for possible policy changes. The proposed policy has been reviewed by legal counsel and shared with Lt. Morell. It will be presented to the Board for approval at next month's meeting.

Unfinished Business

- AOPA letter- Mr. Martin reiterated the rules and regulations pertaining to the requirement that everyone who operates at the airport be permitted and insured. The Authority has compromised by lowering the insurance minimum to

\$1,000,000 as opposed to the \$2,000,000 recommended by our insurance carrier. In response to Mr. Tropper's earlier statement that the FAA does not care, Mr. Martin stated that the FAA approves our grants so have a vested interest in this airport. He reminded everyone that three separate meetings were held with tenants, Authority administration, and Knox to discuss the rules and regulations.

- Mr. Martin explained that taxpayer dollars do not fund airport projects.

Resolutions

Resolution 2019-05 Approval of Air Service Development Incentive Program and Authorization to Implement

Mr. Martin explained the purpose of the program is to encourage new non-stop service at the Erie Airport which will increase revenues through additional airline revenues and ancillary revenues such as parking and concessions. Marybeth Smialek moved and Andrea Zdaniewski seconded. Approved by Yeas: Daniel Giannelli, Aaron Susmarski, Richard Wagner, Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, and Andrea Zdaniewski.

Resolution 2019-06 Authorize Use of the Interlocal Purchasing System (TIPS) to Purchase Furniture for the Terminal

Mr. Martin explained the planned upgrades to the terminal including furniture and flooring. In response to a question from Mr. Cappabianca, Mr. Martin explained that some of the flooring in the café will be replaced and possibly table tops. Mr. Martin added that the condition of the terminal building has been noted on the annual audits of our airline partners for the past two years.

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

Resolution 2019-07 Authorize Use of Government Services Administration (GSA) to Purchase Furniture for the Terminal

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

Resolution 2019-08 Award of Flooring Bid

Mr. Martin explained that a lowest responsible and responsive bidder has been identified by legal counsel. Mr. Martin stated that we have the money for the project. Once this resolution is approved, we will set a schedule for install. Aaron Susmarski moved and David Hallman, Jr. seconded. Approved by Yeas: Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek, Andrea Zdaniewski, Daniel Giannelli, Aaron Susmarski, and Richard Wagner.

Resolution 2019-09 Approval of Revision to Airport Rules and Regulations

Mr. Martin explained that approval of this resolution revised the previously approved rules and regulations to amend section 4.17 due to ambiguity to other sections of the rules and regulations.

Marybeth Smialek moved and Aaron Susmarski seconded. Approved by Yeas: David Hallman, Jr., Marybeth Smialek, Andrea Zdaniewski, Daniel Giannelli, and Aaron Susmarski.

Abstained: Richard Wagner and Gregory Hayes

Nays: Patrick Cappabianca

Resolution 2019-10 Appointment of Derek Martin and James Pacansky as Trustee of 457 Pension Plan

Mr. Martin explained that an update is required as Chris Rodgers and Sheilah Bruno are still listed as the trustees on our employee pension plan.

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

Resolution 2019-11 Amendment to Section 10 of Erie International Airport Rules and Regulations

Mr. Martin and Ms. Gornall explained that the amendment to Section 10 revises the language in this section to mimic the language of the FAA in defining a flying club.

Gregory Hayes moved and Aaron Susmarski seconded. Approved by Yeas: Gregory Hayes, Patrick Cappabianca, Marybeth Smialek, Andrea Zdaniewski, Christopher Parker, Daniel Giannelli, and Aaron Susmarski.

Abstained: Richard Wagner

New Business

There was no New Business.

Liaison Comments

Erie City Council Liaison Cas Kwitowski expressed his displeasure that he and Council were not aware of or invited to a recent meeting with the Mayor. Mr. Kwitowski expressed his frustration that he can't even get an update on the meeting.

Mr. Martin explained that the Authority was not invited to the meeting either. We found out that it was taking place by accident. We still don't know what the meeting was about.

Mr. Kwitowski reiterated the importance of working together.

Board Member Comments

Mr. Cappabianca stated that he has been in public office for over 50 years. When people in the community call him with concerns; he investigates it. Mr. Cappabianca hates to see people move out of Erie. He believes that the owners of North Coast Air are good people. Mr. Cappabianca stated that his job is to protect the airport and help the community.

Mr. Hayes believes when other policies and issues come up in the future; they should be brought to the Board first before the Director does anything. Mr. Martin suggested that

the Board review business policy verses business decisions. Mr. Martin recommends a Board study session, so we are all on the same page moving forward. Mr. Giannelli stated that the AOPA letter and other supporting documentation provided by Mr. Martin has been very helpful.

Executive Director’s Report

The Executive Director had nothing further to report.

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

Adjournment: 1:12 PM

Marybeth Smialek, Secretary