

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, February 28, 2018**

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 Greg Hayes, NCFS
Daniel Giannelli Michelle Magee Grayson Patterson, NCA
Andrea Zdaniewski Ian Bogle Cindy Saurwein, NCA
William Jerin Sheilah Bruno Joe Ceresa, NCA
Christopher Sennitt Kim Scharrer Norman Green, NCFS
Bill Banister Christi VanDyke, Roth Marz
Irene Seyler Kathy Fatica, County Council
Curtis Prue, United
Keith Bator, United
Tawnya Rexford, Delta

Participated by Phone: David Hallman, Jr. Charles Augustine

Opened: Noon

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 as presented. Daniel Giannelli moved and William Jerin seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Approval of Minutes:

Board Meeting- January 24, 2018

Daniel Giannelli moved to approve the minutes and Andrea Zdaniewski seconded.

Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, William Jerin, and Andrea Zdaniewski.

Abstained: David Hallman, Jr.

Public Comments:

Greg Hayes of the North Coast Flight School addressed the Board. He shared information about his new agreement with Republic Airlines for pilot education and training. Mr. Hayes stated that his school is growing; his flight school is 75% of the airport's operations. Mr. Hayes stated that he has been working with an architect on for a general aviation center. Mr. Hayes will forward the plans to Michelle Magee for distribution to the Board members next week.

Committee Reports:

Finance Committee- Finance Committee Member Daniel Giannelli reported that the Finance Committee held a meeting on Tuesday, February 27, 2018. During the meeting, the committee reviewed the Cash Forecast, the Finance Report, Capital Fund Transactions, Bills to be Paid, and Business Expense Reports with no questions. Mr. Giannelli reported that the Committee also discussed the impact of the storm, upcoming capital projects, the future of the Penn Brass building, and the issue of independent mechanics working out of T-hangars for some of the aircraft owners in the T-hangar group.

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

Sheilah Bruno reported a net deficit for the month of January of \$67,277. We are unfavorable to budget \$75,629 year to date. Ms. Bruno explained the expenses associated with the winter storm.

Mr. Parker stated that he is finalizing 2018 Committee assignments.

New Business

There was no New Business.

Liaison Comments

Mr. Parker reminded Erie County Councilwoman Kathy Fatica that the Board is still awaiting an appointment from Council to fill the seat left by Frank Stefano second term expiration.

Board Member Comments

There were no Board Member Comments.

Executive Director's Report

- Mr. Doughty reported United has added a second Saturday trip to their schedule. United now offers two flights a day; seven days a week.
- Mr. Doughty will be attending the JumpStart Air Service Development conference offered by Airports Council International- North America (ACI-NA) in early June. He hopes to have meetings with airlines at this conference.
- Mr. Doughty explained that we will begin the process of phasing out warehouse activity at Penn Brass by eliminating next winter's vehicle storage program. More discussions will follow as we move to next steps with this building.
- Mr. Doughty reported that we are still working with the FAA to revise our Capital Improvement Program to move the purchase of a new blower and

construction of a Snow Removal Equipment (SRE) building to FFY2018 and 2019 using entitlement funds. Previously discussed taxiway upgrades will be deferred to FFY2020 and 2021.

- Mr. Doughty reported that the following projects will begin once the weather breaks:
 - ✓ HVAC units replacement
 - ✓ Intersection of Taxiway D and Runway 2/20 construction
 - ✓ Roof replacement rebid

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

Adjournment: 12:13 PM

Namon McWilliams, Secretary