

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, March 23, 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:

Christopher Parker	Chris Rodgers	Mathieu Sanders, CAP
Charles Augustine	Michelle Magee	Michael Adamus, CAP
Frank Stefano	Sheilah Bruno	Jack Niethamer, CAP
Namon McWilliams	Ian Bogle	Kevin Berry, CAP
Andrea Zdaniewski	Irene Seyler	Paul Sabol, CAP
Patrick Cappabianca	Crystal Nye	John Hall, CAP
Daniel Giannelli	Kathy Fatica, Erie County	Paul Griesacker, CAP
David Hallman, Jr.	Joe Ceresa, NCA	Trevor Fichera, CAP
Jennifer Gornall	Bill Patterson, NCA	Dana Young, FAA
		Greg Hayes, NCFS

Board President, Chris Parker opened the meeting at 3:00 pm with the Pledge of Allegiance. A moment of silence was observed to honor the March 8, 2016 death of retired landside employee Paul Lyle.

Approval of Agenda:

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

Approval of Minutes:

Board Meeting- February 24, 2016

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

Public Comments:

Matthieu Sanders, Commander of the Civil Air Patrol provided information on the history, purpose, and goals of the Civil Air Patrol. Chris Rodgers was presented with a special recognition plaque from the Civil Air Patrol and an appreciation certificate from Congressman Mike Kelly.

North Coast Flight School owner Greg Hayes shared information about the school's upcoming Open House. The event is scheduled for May 21st at the Flight School. Mr. Hayes is working on securing military aircraft for static display during the event; more

details to follow. Mr. Hayes also provided an update on the pilot certificate program that will be offered through Edinboro's Porreco College beginning later this year. Mr. Hayes also shared his vision for future expansion of the North Coast Flight School.

Committee Reports:

Finance Committee- Finance Committee Member, Dan Giannelli reported that the Finance Committee held a meeting on Tuesday, March 22, 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. Daniel Giannelli moved and Charles Augustine seconded. Approved by Yeas: Christopher Parker, 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 \$8,290 for the month of February. Our year to date net surplus after debt service is \$16,725 and we are favorable to budget \$22,626 year to date. Mr. Rodgers added that leap year provided to our advantage an extra day of revenue.

Resolutions:

Resolution 2016-04 Acceptance of Proposal to Develop FY2017-2019 ACDBE Program Goals- Ken Weeden & Associates, Inc.

Mr. Rodgers explained that federal law requires us to establish disadvantage business goals. We have used Ken Weeden & Associates to develop these and our DBE goals for many years. The cost to develop our FY2017-2019 ACDBE goals has not changed since the previous agreement.

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

Liaison Comments

County Council Liaison Kathy Fatica expressed that she is looking forward to working with the Airport Authority. A representative of City Council did not attend the meeting.

Executive Director's Report

Mr. Rodgers reported that United recently announced that United Ground Express will be taking over ground handling services from Air Wisconsin beginning later this year.

United is committing to ERI much like Delta did when they brought Delta Global to take over ground handling duties from Piedmont back in 2014. Mr. Rodgers reported that American has been facing some challenges getting regional jets online. We will see 2 flight per day in April and May while American works on getting pilots trained on the new jets. Mr. Rodgers announced that Delta will be adding larger plane with first class seating beginning this summer. Mr. Rodgers added that he will be participating in a call with the Boyd Group and AA soon.

Mr. Rodgers reported that the audit ground work is behind us! The auditors will present the audit to the Finance Committee and the full Board during our April meetings. Early indications show another “perfect” audit!

Mr. Rodgers reported that we have started using our terminal improvement grant from the State bit by bit. Some projects to look forward to include: improvements to our revolving doors, replacement of our hot box structure in the front drive, and new trash receptacles for both trash and recyclable items.

Mr. Rodgers announced that outside clean up and spring plantings will begin soon. We will once again be taking advantage of Irene’s green thumb!

Mr. Rodgers continues to work with DL and AA to secure their logos on their jet ways. After Mr. Giannelli asked, Mr. Rodgers confirmed that the airport does indeed have a billboard on I86. We have a total of 6 billboards right now with the same theme.

Mr. Rodgers gave updates on the presentation he did for the Erie Traffic Club, our digital NOTAM program, and the airport’s ongoing security efforts in light of recent events around the world.

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

Adjournment: 3:41 PM

Namon McWilliams, Secretary