

**ERIE REGIONAL AIRPORT AUTHORITY  
MEETING  
Thursday April 22, 2010**

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

**Opened: 11:58 AM**

**Attendees:**

Dale Roth	Chris Rodgers	Fiore Leone
Frank Stefano	Sheilah Bruno	Vincent Halupczynski
Janet Anderson	Mari Anne Clark	Lori Hetrick
Lou Bizzarro	Ian Bogle	Mitch Kalkhoff
Lisa Cappabianca	Rick Robie	Tim Hahn
Charles Augustine	Kim Scharrer	Jack Whipple
Namon McWilliams	Irene Seyler	
Mary Tseng	Michelle Magee	
Kathleen Horan	Ron Cleaver	
Tim Sennett	Mark Aleksandrwich	

Board President, Dale Roth, opened the meeting with the Pledge of Allegiance.

**Acceptance of Modified Agenda presented today:**

Frank Stefano moved and Janet Anderson seconded.  
The Agenda was accepted unanimously.

**Approval of Minutes:**

Board Meeting-March 25, 2010  
The minutes were approved unanimously.

**Approval of Bills to be Paid:**

Kathleen Horan moved and Namon McWilliams seconded  
The Bills to be Paid were approved unanimously.

**Committee Reports:**

Chris Rodgers distributed a memo to the Board describing committee assignments and procedures. Mr. Rodgers and Mr. Roth prepared the information.

Mr. Roth added that once a committee holds a meeting, that committee chair will be called upon at the monthly Board Meetings to give a report to the Board.

Two committees have met thus far:

- ✓ Bylaws Committee- Janet Anderson reported that the Bylaws Committee has held 2 meetings thus far-April 7<sup>th</sup> and April 21<sup>st</sup>. The committee has reviewed Board

Member recommendations, reviewed the Authorities current Bylaws, and has received the Bylaws of other organizations/authorities for review.

- ✓ Capital Improvements Committee- Mr. Roth reported that the Capital Improvements Committee held a meeting on April 20<sup>th</sup> to review and discuss the contract with dck (a resolution on the matter is being presented today). Mr. Roth stated that we are on track for the May 1<sup>st</sup> bid letting and the contract for the first bid package will be awarded at a Special Board Meeting on June 9, 2010.

Mr. Rodgers said that he gave an interview to Channel 12 this morning to provide an update on the runway improvement project and the recent air traffic press release.

**Resolutions:**

- ✓ **Resolution 2010-11 Approval of Work Order #21-Bid Package #1**  
Frank Stefano moved and Janet Anderson seconded. The resolution was approved unanimously.
- ✓ **Resolution 2010-12 Acceptance of State Grant Offer-ADP Grant**  
Janet Anderson moved and Frank Stefano seconded. The resolution was approved unanimously.
- ✓ **Resolution 2010-13 Authorize Executive Director to Execute BOA Grant Offer**  
Frank Stefano moved and Janet Anderson seconded. The resolution was approved unanimously.
- ✓ **Resolution 2010-14 Authorize Executive Director to Execute Necessary Purchase Agreements**  
Namon McWilliams moved and Frank Stefano seconded. The resolution was approved unanimously.

**New Business:**

The Board received the 2009 Financials Audit Report from Malin Bergquist. Mr. Roth asked for a motion to accept the audit of the 2009 financials:

Janet Anderson moved and Charles Augustine seconded. The 2009 Audit was accepted unanimously.

The Board convened in an Executive Session from 12:28 PM until 12:49 PM.

**Board Member Comments:**

Frank Stefano reported that he just returned from PSTATS conference. He asked the Board's permission to direct Chris Rodgers to research the possibility of leasing some of the airport's unused property for equipment storage. Mr. Roth advised Mr. Stefano, as the Chairman of the Facilities/Operations Committee, to lead the search and coordinate the effort with Mr. Rodgers.

**Executive Director's Report:**

- Financial Report

Sheilah Bruno reported that our net surplus after debt service for the month of March was \$45,245. Our year to date surplus is \$79,377 which is an improvement over last year's deficit of \$7,195.

- Runway Project

Mr. Rodgers reported that final design is complete and the bid package #1 bid letting is expected May 1<sup>st</sup>. A public bid opening will be held on May 27<sup>th</sup> and the ERAA Board will hold a special meeting on Wednesday, June 9, 2010 at Noon at the International Trade Center to award the construction contract for bid package #1. Mr. Rodgers said that bid package #2 is expected next year around this same time.

- Air Service Report

Mr. Rodgers reported that March 2010 was a great month for our air traffic numbers. Enplanements were up 16.1% over March 2009. Our year to date gain is currently 6.2% over the same period last year. Delta continues to lead the ERI market with 45.8% of the total market with Continental in second at 28.6%. US Airways is a close third at 25.3 of the total market at ERI.

- Activities Report

Mr. Rodgers stated that the audit of the 2009 financials has been staff's primary focus the past several months. The install of the PC air units is expected to be completed May 31, 2010. Mr. Rodgers reported that the sand/salt storage building is expected to be completed August 1, 2010.

**Adjournment: 1:03 PM-** Frank Stefano moved and Janet Anderson seconded.  
Approved unanimously.

---

Lou Bizzarro, Secretary