

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Thursday, April 26, 2012**

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.

Opened: 3:00 PM

Attendees:

Frank Stefano	Chris Rodgers	Ken Olup, Hill International
Christopher Parker	Sheilah Bruno	Tyrone Clark, MGC, Erie
Lou Bizzarro	Ian Bogle	Mitch Kalkoff, Malin Bergquist
Charles Augustine	Mari Anne Clark	Laurie Hetrick, Malin Bergquist
Mary Tseng	Rick Robie	Ed Kissel
Don Wright	Kim Scharrer	
	Irene Seyler	
	Michelle Magee	

Board President, Frank Stefano opened the meeting with the Pledge of Allegiance.

Approval of Agenda:

Frank Stefano asked for a motion to approve the agenda as presented.

Charles Augustine moved and Lou Bizzarro seconded.

The agenda was approved by Yeas: Frank Stefano, Lou Bizzarro, Charles Augustine, Mary Tseng, and Christopher Parker

Approval of Minutes:

Board Meeting-March 22, 2012

Mary Tseng moved and Christopher Parker seconded.

The minutes were approved by Yeas: Frank Stefano, Lou Bizzarro, Charles Augustine, Mary Tseng, and Christopher Parker

Committee Reports:

Finance Committee- Committee Chair, Christopher Parker reported that the Finance Committee held a meeting on April 24, 2012. The bills to be paid, capital fund transactions, expense reports, and cash forecast were all reviewed.

Representatives from Malin Bergquist attended and presented the audit of the 2011 financials. Mr. Parker stated that the Finance Committee recommends approval of the bills to be paid.

Mr. Stefano asked for a motion to approve the bills to be paid as presented.

Christopher Parker moved and Lou Bizzarro seconded. The bills to be paid were approved by Yeas: Lou Bizzarro, Charles Augustine, Mary Tseng, Christopher Parker, and Frank Stefano

Sheilah Bruno reported a net surplus after debt service of \$29,847 for the month of March. We are \$80,360 favorable to budget year to date.

Facilities and Operations Committee- Committee Member, Charles Augustine reported that the committee held a meeting on April 16, 2012 to discuss the oil/water separator for the Airfield Operations Building. The estimated cost for the project is \$99,000 and the committee recommends putting the project out for public bid May 1st. Mr. Augustine said that the bid award is expected at the June Board Meeting. Chris Rodgers added that this project is in the 2012 Capital Budget.

Community Relations Committee- Committee Chair, Charles Augustine explained that although no committee meeting was held, he and Chris Rodgers did meet with Dr. William Garvey of the Jefferson Society to discuss the Airport's possible participation in the Perry 200 Commemoration. He explained the benefits of sponsorship and how the airport's runway improvement program ribbon cutting ceremony can be part of the Perry 200 Commemoration events. The airport has been invited to apply for a grant for our ceremony. Charles Augustine moved to approve sponsorship and Lou Bizzaro seconded. Approved by Yeas: Frank Stefano, Lou Bizzarro, Charles Augustine, Mary Tseng, and Christopher Parker

New Business:

Mitch Kalkoff and Laurie Hetrick of Malin Bergquist presented a brief overview of the audits of the 2011 financials and 2011 passenger facility charge program. There are no findings, no questionable costs, and no management letter. Mr. Parker congratulated staff on a clean audit. Ms. Bruno thanked the staff and Malin Bergquist for the effort put forth throughout the audit process.

Board Member Comments:

Mr. Parker commended Tyrone Clark for his quick response to a survey issue on Good Friday. He further explained that within 2 hours of a call to Sheilah Bruno, Mr. Clark was in the driveway of the complainant to address the issue.

Executive Director's Report:

- Air Service Update
Mr. Rodgers reported that for the scheduled air carriers, March 2012 enplanements were up 1.6% over March 2011 with a year to date gain of 1.4%. Mr. Rodgers provided a brief explanation of merger/takeover possibilities pertaining to American Airlines. US Airways, Delta, and another company are all interested. US Airways even went as far as getting support from 3 of the American Airlines unions.
- Runway Report
Mr. Rodgers reported that weather and temperature issues postponed completion of the new Powell Avenue until sometime next week. Obstruction/tree removal

efforts are coming to a close with no significant issues. Mr. Rodgers added that MGC-Erie has done a great job with public outreach.

- **Activities Report**

Mr. Rodgers reported that the TICO electronic equipment for the parking lot has arrived. Republic Parking is currently overseeing the installation of the new equipment.

Mr. Rodgers explained the PA House Bill 1100 pertaining to the abatement of sales and use taxes for aviation services. All 5 of our state representatives are in support of this bill and 4 of the 5 are sponsors of the bill.

Mr. Rodgers stated that the Aviation Council of Pennsylvania has approached ERI with hosting the 2013 annual state Aviation Council Conference at the Bayfront Convention Center. This is a great opportunity for ERI as the conference is around the time of the planned runway project ribbon-cutting ceremony.

Mr. Rodgers shared with the group that Lt. Jason Morell's mom passed away unexpectedly on Tuesday morning.

Mr. Rodgers noted that 50 years ago Erie hosted a Perry celebration. Lou Porreco was the head of the Chamber then and organized the event.

Mr. Rodgers thanked Sheilah and accounting staff for their diligence that resulted in a clean audit. This just doesn't happen overnight. It is a 365 day a year effort.

Mary Tseng moved for adjournment and Lou Bizzarro seconded.

Adjournment was approved by Yeas: Frank Stefano, Lou Bizzarro, Charles Augustine, Mary Tseng, and Christopher Parker

The Board met in an Executive Session from 3:26 pm until 3:30 pm.

Adjournment: 3:32 PM

Lou Bizzarro, Secretary