

**ERIE REGIONAL AIRPORT AUTHORITY  
MEETING  
Wednesday, May 27, 2015**

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.

**Attendees:**

Frank Stefano	Chris Rodgers	Brian Harsh, AECOM
Charles Augustine	Michelle Magee	Dawn Spence, Michael Baker
Lou Bizzarro	Sheilah Bruno	Steve Hammel, Michael Baker
Namon McWilliams	Ian Bogle	Cas Kwitowski, Erie City Council
Patrick Cappabianca	Irene Seyler	Phil Fatica, Erie County Council
Daniel Giannelli	Crystal Nye	
Donald Wright	Kim Scharrer	
Jennifer Gornall		

Participated by phone: Luvennise Gamble

Board President, Frank Stefano opened the meeting at 3:00 pm with the Pledge of Allegiance.

**Approval of Agenda:**

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

Charles Augustine moved and Namon McWilliams seconded.

The agenda was approved by Yeas: Frank Stefano, Charles Augustine, Lou Bizzarro, Namon McWilliams, Patrick Cappabianca, and Luvennise Gamble.

*Mr. Giannelli arrived just after the vote was taken for the approval of the agenda.*

**Approval of Minutes:**

Board Meeting- April 22, 2015

Namon McWilliams moved and Lou Bizzarro seconded. The minutes were approved by Yeas: Frank Stefano, Charles Augustine, Lou Bizzarro, Namon McWilliams, Patrick Cappabianca, Luvennise Gamble, and Daniel Giannelli.

**Committee Reports:**

Finance Committee- In the absence of Committee Chair Chris Parker, Pat Cappabianca provided this report. Mr. Cappabianca reported that the Finance Committee held a meeting on Tuesday, May 26, 2015. 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. Patrick Cappabianca moved and Charles Augustine seconded. Approved by Yeas: Frank Stefano, Charles Augustine, Lou Bizzarro, Namon McWilliams, Patrick Cappabianca, Luvennise Gamble, and Daniel Giannelli.

Mr. Cappabiaca reported that the committee also discussed the Master Plan Update and On-Call Design Services efforts currently underway.

Sheilah Bruno reported a deficit after debt service of \$25,474 for the month of April. We are favorable to budget \$13,306 year to date.

Community Relations Committee- Committee Chair Charley Augustine reported that the Community Relations Committee did not hold a meeting this month but wanted to remind everyone of the Wall of Fame Famous Erie Aviators portrait unveiling ceremony for Lt. Col. Robert Kelley on Friday May 22, 2015 for 10:00 am in the baggage claim area.

**New Business:**

Mr. Rodgers reminded everyone that TREC is showing *Living in the Age of Airplanes* through the summer.

Mr. Rodgers shared information about the North Coast Flight School Open House being held on Saturday May 30, 2015 from 10 am until 7 pm. The B-17 Aluminum Overcast and the Tuskegee Airman Program including the P-51 will be on display. School children from the Erie School District have been enjoying the Tuskegee Airman Program all week.

Mr. Rodgers explained that he was approached by the owners of the local Harley Davidson about allowing them use of the airfield area used during the Gala so they can hold a parade of Harleys in an attempt to set a Guinness World Record for most Harley Davidson motorcycles (2,500) in a parade. The event would only last a few hours and would not impact airline operations. Mr. Rodgers further explained that there would be no cost to the airport and Harley Davidson would be required to sign a hold harmless agreement drafted by the Knox Firm.

Mr. Rodgers reminded everyone that the 5<sup>th</sup> annual Boy Scout aviation merit badge event and ERI family picnic will be held on August 19<sup>th</sup>. More information to follow as the event draws closer.

Mr. Rodgers announced that the director of Emerge 2040 (formerly Destination Erie) will attend the July board meeting to update the board on their efforts.

Solicitor Don Wright announced his retirement after 30 years of representing the Airport Authority. After 40 years of practicing law in Erie, it is time for him to enjoy the next phase of his life. He added that the Authority is in good hands with Attorney Gornall taking over the position as solicitor. Mr. Rodgers thanks Mr. Wright for the invaluable advice and guidance he has provided over the years. On behalf of the Board, Mr. Stefano thanked Mr. Wright for his years of dedication and service to the Authority.

Mr. Augustine said that he spoke to Jason Porreco recently and Jason indicated that services for Lou will be announced in the Erie newspaper on June 29<sup>th</sup>. Mr. Rodgers

added that he believes Edinboro plans something special to honor Lou at the Gala in the Orchard event at the Porecco College. We are a supporter of the event again this year. Mr. Stefano shared a story personal story about Lou- “Lou was always looking at the bigger picture”.

#### **Executive Director’s Report:**

Air Service- Mr. Rodgers reported that our April 2015 comparables were not favorable due to: US Airway’s numbers were affected by the crew shortages they experienced that temporarily reduced their flights at ERI by one per day and United still had 4 daily flights to CLE in April 2014; two flights per day service to ORD began June 5, 2014. US’s early flight returned to their schedule in early May and UA will begin to show more favorable comparables in early June as ERI service to Chicago celebrates its one year anniversary. Mr. Rodgers added that YTD performance is expected to improve.

Mr. Giannelli inquired about the Delta test flight with the larger aircraft. Mr. Rodgers explained that flight did not take place; Delta did not give a reason.

Runway Report- Mr. Rodgers reported that we are about 5 months away from releasing the remaining funds back to the County. Items remaining include: removal of golf course trees (nearly completed), the mitigation after the tree removal (expected to be completed in September), and intersection improvements (expected to be completed in September). Mr. Rodgers stated that the goal is to set a meeting in September to close out the County funds. Mr. Stefano asked what needed to be done at the intersection (West 12<sup>th</sup> and Marshall Drive). Mr. Rodgers explained that permanent poles and the necessary lighting/signals need to be installed, Millcreek needs to extend the road with a second lane, and PennDot needs to complete the crosswalks and line striping.

Activities Report- Mr. Rodgers reported that the Master Plan Update interviews for the two short listed firms took place yesterday afternoon. McFarland Johnson was ranked first by the selection committee. The next step is setting a scope and budget. An agreement will be presented at the June board meeting. Mr. Rodgers explained that the selection committee will go through the same process for the On-Call Design Services on Tuesday June 2<sup>nd</sup> with the three short listed firms. This agreement will also be presented for consideration at the June board meeting.

The group briefly discussed the ARFF incident currently taking place. Mr. Stefano asked if the private aircraft owner will be responsible for damages to the airfield. Mr. Rodgers explained that any damage/repairs to the airfield will be reimbursed to the airport.

#### **Liaison Comments**

Cas Kwitowski of Erie City Council expressed his thank you to both the late Lou Porreco and to Don Wright.

Charles Augustine moved for adjournment and Lou Bizzarro seconded.  
Approved by Yeas: Frank Stefano, Charles Augustine, Lou Bizzarro, Namon  
McWilliams, Patrick Cappabianca, Luvennise Gamble, and Daniel Giannelli.

**Adjournment: 3:42 PM**

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Lou Bizzarro, Secretary