

**ERIE REGIONAL AIRPORT AUTHORITY  
MEETING  
Wednesday, June 24, 2020**

Minutes of a Meeting of the Erie Regional Airport Authority duly posted and advertised, held in room 130 at the Bayfront Convention Center, 1 Sassafra Pier, Erie, PA.

**Attendees:**

Christopher Parker	Jennifer Gornall	Jack Bendig, Hangar 20
Richard Wagner	Derek Martin	Ed Tropper, Aviation Flyers
David Hallman, Jr.	Michelle Magee	Tim Zieziula
Daniel Giannelli	James Pacansky	

**Participated by Go-To-Meeting:** Patrick Cappabianca Brad DiFiore, consultant  
**Participated by Phone:** Andrea Zdaniewski Aaron Susmarski

Board President Christopher Parker opened the meeting at 12:04 PM.

**Approval of Agenda:**

Patrick Cappabianca moved to approve the agenda and Daniel Giannelli seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Aaron Susmarski, Richard Wagner, Patrick Cappabianca, David Hallman, and Andrea Zdaniewski.

**Approval of Minutes:**

Mr. Parker asked for a motion to approve the minutes of the May 27, 2020 Board Meeting as presented. David Hallman, Jr. moved to approve the minutes and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Aaron Susmarski, Richard Wagner, Patrick Cappabianca, David Hallman, Jr., and Andrea Zdaniewski.

**Public Comments**

Jack Bendig of the Hangar 20 group shared a statement he wrote regarding his desire to allow some general aviation tenants at the airport key access to gate by his hangar. He doesn't like to have to stop what he is doing to let one of his guests through the gate. He feels since these individuals are already fingerprinted, photographed and had their backgrounds checked; they should be able to have a key to the gate if Jack wants them to. Mr. Bendig asked that his handout be shared with the Board Members not in attendance. Ed Tropper of the Aviation Flyers group also shared statement he wrote regarding his opinion that general aviation activity is up everywhere in the country but at Erie. Mr. Tropper suggested the airport offer fuel incentives and eliminate unpopular fees for general aviation. A friendlier approach to general aviation will increase activity. He asked that his handout be shared with the Board Members not in attendance.

**Air Service Consultant Presentation**

The Board received a presentation on the airline industry as a whole and ERI's outlook and strategy from Brad DiFiore of Ailevon Pacific.

### **Committee Reports:**

Finance Committee- Finance Committee Chair David Hallman reported that the Finance Committee held a meeting on June 23, 2020. The Committee reviewed the cash forecast, A/R summary, monthly finance report, bills to be paid, capital fund transactions, and expense reports. Mr. Hallman commented that Mr. Martin and Mr. Pacansky have done a fantastic job managing the airport's finances during all this. Mr. Hallman stated that the Finance Committee recommends paying the bills as presented and made the motion to approve; Richard Wagner seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Aaron Susmarski, Richard Wagner, Patrick Cappabianca, David Hallman, Jr., and Andrea Zdaniewski.

**Finance Report** CFO James Pacansky reported a net deficit after debt service of \$70,738 for the month. Year to date net deficit after debt service is \$61,979. We are \$30,052 unfavorable to budget year to date with revenue unfavorable to budget \$350,691 and expenses favorable to budget \$320,639.

There was no **Unfinished Business**

### **Resolutions**

#### **Resolution 2020-25 Approval of Contract with Carahsoft for SAFE Aviation**

**Software Licensing and-** Mr. Martin explained that Board previously approved the purchase of Carahsoft SAFE Aviation software. This resolution approves a three year contract with Carahsoft for SAFE Aviation software licensing and support. The not to exceed amount for the three year contract is \$103,239.92.

Daniel Giannelli moved, and David Hallman, Jr. seconded. Approved by Yeas: Christopher Parker, Richard Wagner, Daniel Giannelli, Aaron Susmarski, Patrick Cappabianca, David Hallman, Jr., and Andrea Zdaniewski.

#### **Resolution 2020-26 Authorize Executive Director to Accept and Execute State Grant**

**Offer-** Mr. Martin explained that the Department of Transportation, Bureau of Aviation has approved our request for Capital Budget Grant Program funding in the amount of \$1.2 million to install a 4<sup>th</sup> passenger jet bridge and complete Phase II of the terminal building roof replacement. Mr. Martin further explained that the Airport's 25% match will come from CARES Act monies.

Daniel Giannelli moved and Richard Wagner seconded. Approved by Yeas: Richard Wagner, Daniel Giannelli, Aaron Susmarski, Patrick Cappabianca, David Hallman, Jr., Andrea Zdaniewski, and Christopher Parker.

**Resolution 2020-27- Sale of 1426 Powell Avenue-** Mr. Martin explained that this property is being sold consistent with the ERI Noise Land Reuse Plan from June 10, 2010. The sale and transfer of this property has FAA approval. In response to a question from Mr. Cappabianca, Tim Zieziula explained that an assessment of the property was completed and the sale price is consistent with the fair market value. David Hallman, Jr. moved and Richard Wagner seconded. Approved by Yeas: Daniel Giannelli, Aaron

Susmarski, Patrick Cappabianca, David Hallman, Jr., Andrea Zdaniewski, Christopher Parker, and Richard Wagner.

### **New Business**

Mr. Parker asked the Personnel Committee to start the process of the annual Executive Director evaluation as it needs to be completed by August 18, 2020. Committee Chair, Marybeth Smialek will schedule through Michelle Magee. Other committee members include Aaron Susmarski, Patrick Cappabianca, and Daniel Giannelli. Mr. Parker suggested that Mr. Giannelli, as Vice President of the Board, take his spot on the committee since this is his last year on the Board and as Board President.

### **Liaison Comments**

No Liaisons were present.

### **Board Member Comments**

After an inquiry by Ms. Zdaniewski on Mr. Hayes recent fall accident, Mr. Martin provided an update on Mr. Hayes recovery. Daniel Giannelli made a motion to send flowers to Mr. Hayes on behalf of the Board and staff and David Hallman, Jr. seconded. Approved by Yeas: Christopher Parker, Richard Wagner, Daniel Giannelli, Aaron Susmarski, Patrick Cappabianca, David Hallman, Jr., and Andrea Zdaniewski.

Mr. Giannelli stated that the Airport needs to revisit non aeronautical revenue opportunities like solar panels, how to develop the PennBrass site, etc.

Mr. Hallman spoke to the topic Mr. Tropper addressed during Public Comments. Mr. Hallman politely and professionally disagreed with Mr. Tropper's remarks. Mr. Hallman said he isn't sure where Mr. Tropper gets his information from, but everything he has seen firsthand as well as heard, general aviation is down everywhere. This is just not unique to Erie and Mr. Martin is not responsible for the decrease as Mr. Tropper is eluding to. Towers across the country are closed down. ERI's tower is not! Mr. Hallman does not believe what Mr. Bendig and Mr. Tropper are trying to portray regarding Mr. Martins's hatred of general aviation. Mr. Hallman stated that in his experience and interaction with Mr. Martin, he believes Mr. Martin is committed to what is best for the Erie Airport. He takes his responsibility to operate a safe and fiscally sound airport very seriously. He makes sure the airport is compliant because that is his job. Mr. Hallman added that as a general aviation pilot, he has never gotten the impression that Mr. Martin hates or despises general aviation.

### **Executive Director's Report**

Mr. Martin provided updates on the car rental canopy project and demolition of the PennBrass building. Mr. Martin shared a copy of the FAA's response to the Part 13 complaint previously filed by Mark Youngs.

Andrea Zdaniewski made a motion to adjourn and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Aaron Susmarski, Richard

Wagner, Gregory Hayes, Patrick Cappabianca, David Hallman, Jr., Marybeth Smialek,  
and Andrea Zdaniewski.

**Adjournment: 12:21 PM**

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Marybeth Smialek, Secretary