

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, February 22, 2023**

Minutes of a Meeting of the Erie Regional Airport Authority duly posted and advertised, held in the second floor conference room of the Intermodal Center, 208 East Bayfront Parkway, Erie, PA 16507.

Attendees:	Daniel Giannelli	Derek Martin	Jack Bendig, Hangar 20
	Andrea Zdaniewski	Michelle Magee	Lou Aliota, Taxpayer/Millcreek
	Peter Burton	James Pacansky	Terry Scutella, County Council
	Richard Wagner	Ian Bogle	Michael Keys, City Council
	Brian Slawin	Jennifer Gornall	Bryan Magee
	Marybeth Smialek		Kevin Smith, Automation Devices
	Aaron Susmarski		Ed Tropper, Av Flyers
	David Hallman, Jr.		Brad Peganoff, County

Board President Daniel Giannelli opened the meeting at 12:01 PM with the Pledge of Allegiance to the United States of America.

Approval of Agenda:

Mr. Giannelli asked for a motion to approve the agenda as presented. Brian Slawin made a motion to approve the agenda as presented and Marybeth Smialek seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Peter Burton, Andrea Zdaniewski, Brian Slawin, and David Hallman, Jr.

Approval of Minutes:

Mr. Giannelli asked for a motion to approve the minutes of last month's Board Meeting. Brian Slawin moved to approve, and Peter Burton seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Peter Burton, Andrea Zdaniewski, Brian Slawin, and David Hallman, Jr.

Public Comments

Lou Aliota of Millcreek Township, private citizen, and taxpayer spoke on the letter to David Cohen regarding the current Part 13. Mr. Aliota congratulated Mr. Wagner for his reappointment to the Water Authority. Despite this not being an opportunity for questions and answers, Mr. Wagner responded to an inquiry from Mr. Aliota pertaining to oath of office for Water Authority board members. Mr. Aliota added that it is amazing when appointed officials that spend taxpayer money don't take an oath of office. Mr. Aliota asked when do you start believing the advice of your attorney during legal proceedings. He also shared his recent legal victory against the Millcreek School District after 6 years of fighting.

Committee Reports

Finance Committee- Finance Committee Chair Marybeth Smialek reported that the Committee met on February 21, 2023. The Committee reviewed the current

Cash Forecast and AR Summary, the December and January Finance Reports, Bills to be Paid, and Expense Reports. Ms. Smialek stated the Finance Committee recommends approval of the bills and made the motion to approve; seconded by Andrea Zdaniewski. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Peter Burton, Andrea Zdaniewski, Brian Slawin, and David Hallman, Jr.

Financial Report- James Pacansky reviewed the December and January reports. The net deficit for the month of December was \$2,158. The year to date net deficit is \$33,354. We are unfavorable to budget year to date \$102,458 with revenue unfavorable to budget \$223,840 and expenses favorable to budget \$121,385. Mr. Pacansky reported the net surplus for the month of January was \$40,996. The year to date net surplus is \$55,187 with revenue unfavorable to budget \$22,063 and expenses favorable to budget \$77,250. Mr. Pacansky noted that there were several

Ad Hoc Marketing and PR Committee- Mr. Giannelli reported that this committee held a meeting on February 16, 2023 to review the social media content calendar, draft crisis communication plan, draft annual report, website refresh, brand journalism, and media strategies, and draft press packet as prepared by M:7. Mr. Giannelli announced that the Airport's annual report will be presented on March 13th in the baggage claim area. Invitations to invited guests will go out soon.

Unfinished Business

Mr. Giannelli announced that the Board met in an executive session today at 11:15 am prior to the public meeting for a personnel matter.

Email addresses for Board Members:

Mr. Martin presented the Board with information on the use of personal emails addresses by Board members. One size does not fit all! A member of the public keeps bringing up this issue and cites Act 84. Act 84 is for school boards not us! Mr. Martin reported that he contacted the other Authorities in Erie County and none of them issue email addresses to their Board members.

Videotaping Board Meetings:

Mr. Martin addressed the Board regarding videotaping our public meetings. There is no legal reason to videotape our meetings. He acknowledged a recent discovery of a fake Facebook page for the Erie Airport. Mr. Slawin added that he was in favor of exploring the idea of videotaping our meetings last month, but after some research and speaking to different bodies, he sees no compelling reason to provide videotaped meetings. Mr. Slawin states that he retracts any previous comments he made supporting videotaping meetings. He stated that he sees no need to further look at this issue. Mr. Burton concurred.

Resolutions

Ms. Gornall read Resolution 2023-01 Approve Correction to Executive Director Base Salary in its entirety for the record. This resolution comes after a recommendation by the Personal Committee for a salary increase for Mr. Martin that the Board took action on at the December 21, 2022 Board Meeting.

Resolution 2023-01 Approve Correction to Executive Director Base Salary

WHEREAS, at the December 21, 2022 public meeting of the Erie Regional Airport Authority (“Authority”), the Personnel Committee made a recommendation to the Board of Directors (“Board”) to increase the Executive Director’s annual salary for the contract year August 16, 2022 through August 15, 2023 by 3.5% from the preceding contract year’s salary; and

WHEREAS, the Board voted to approve the recommendation of the Personnel Committee at that meeting and, in the motion to approve the 3.5% increase, the Board cited the resultant total annualized salary as being \$160,082.21; and

WHEREAS, after the meeting, the Authority’s Director of Administration noted that the Board used the wrong base salary number when calculating the new annualized salary and clarified that the Executive Director’s new annualized salary based on the 3.5% increase is actually \$158,543.06.

AND NOW, on this 22nd of February, 2023, the Board of Directors of the Erie Regional Airport Authority RESOLVES as follows:

1. That the Board’s action to approve a 3.5% increase to the Executive Director’s salary as outlined in the “whereas” clauses above is accurate, but that 3.5% was applied to an incorrect base salary.
2. With this action, the Board is correcting the record that the Executive Director’s new annualized salary for the period of August 16, 2022 through August 15, 2023 is actually \$158,543.06.

David Hallman, Jr. moved, and Aaron Susmarski seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Peter Burton, Andrea Zdaniewski, Brian Slawin, and David Hallman, Jr.

New Business

Mr. Giannelli reviewed and distributed the 2023 Board Committee assignments.

Liaison Comments

Erie County Council Liaison Terry Scutella was present but had no comments.

City Council Liaison Michael Keys said he doesn't know why the airport can't issue emails addresses to Board members. He offered the Board some words of wisdom- when you are trying to change something, sometimes you have to make changes. Mr. Keys also stated that he sees no danger in videotaping meetings.

There were no **Board Member Comments**.

Executive Director's Report

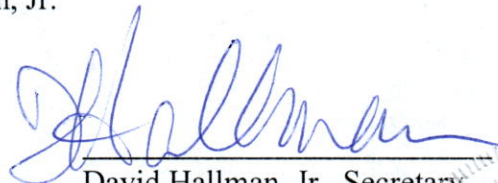
Mr. Martin reported and/or addressed the following:

- Mr. Martin recently attended an air service development conference in Mobile, Alabama where he had an opportunity to engage in conversations with low cost carriers like Sun County, Spirit, and Avelo. He talked about We Build It Better and STEM programs in our local schools.
- We are looking at option for additional electrical power for the terminal including solar opportunities.
- The Airport's annual report will be presented on March 13th in the baggage claim area.
- United Airlines will add more seats to our market by introducing 70 passenger planes beginning March 4, 2023. We are working on doing the same with American.
- We will be holding an Onboard with Autism event on March 18th in conjunction with Autism Society of Northwest Pennsylvania. Registration for the event is through Autism Society of Northwest Pennsylvania.
- We are working with Dr. Ford Chancellor of Penn State Behrend to participate in the PA Senate hearings on aviation.
- Construction work by McCormick is expected to begin in March on the GA apron rehabilitation project. Mr. Giannelli asked Mr. Martin for an updated timeline of projects, costs, and funding source to be distributed to the Board.

Mr. Burton stated that he feels this Board is blessed with the knowledge of our attorneys and with having two Board members who are attorneys in Ms. Zdaniewski and Mr. Susmarski. Ms. Zdaniewski stated for the record that she does not and cannot give legal advice to the Authority in her capacity as a Board member. The same goes for Mr. Susmarski. Mr. Burton stated that he has not met with any of the private pilot groups yet.

Marybeth Smialek made a motion to adjourn, and Brian Slawin seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Andrea Zdaniewski, Brian Slawin, and David Hallman, Jr.

Adjournment: 12:48 PM



David Hallman, Jr., Secretary

