

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, March 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	Tish Bartlett, Autism Society NWPA
	Peter Burton	James Pacansky	Terry Scutella, County Council
	Richard Wagner	Ian Bogle	Michael Keys, City Council
	Brian Slawin	Tim Wachter	Bryan Magee
	Marybeth Smialek		Allyson Grossman, Autism Society NWPA
	David Hallman, Jr.		Ed Tropper, Av Flyers
	Eric Rogers		Joe Ceresa, North Coast Air G. Patterson, North Coast Air

Board President Daniel Giannelli opened the meeting at 12:05 PM with the Pledge of Allegiance to the United States of America. Mr. Giannelli announced that the Board met in an Executive Session prior to today's public meeting to discuss real estate and to receive privileged legal advice.

Approval of Agenda:

Mr. Giannelli stated that the resignation of Board Member Marybeth Smialek and the discussion pertaining to Board officer positions needs to be added to today's agenda. He asked for a motion to revise the agenda as proposed. Marybeth Smialek moved, and Brian Slawin seconded. Approved by Yeas: Marybeth Smialek, Richard Wagner, Daniel Giannelli, Peter Burton, Andrea Zdaniewski, Brian Slawin, David Hallman, Jr., and Eric Rogers.

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

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 Marybeth Smialek seconded.

Approved by Yeas: Marybeth Smialek, Richard Wagner, Daniel Giannelli, Peter Burton, Andrea Zdaniewski, Brian Slawin, David Hallman, Jr., and Eric Rogers.

Public Comments

Tish Bartlett, Executive Director of the Autism Society NWPA and their Program Director Allyson Grossman thanked Derek Martin and Michelle Magee for coordinating the On Board with Autism program event held on March 18th at the Erie Airport in

conjunction with TSA, United Airlines, and SkyWest Airlines. All involved volunteered their time to participate in this event. The program is an opportunity for families living with autism to experience the airport the processes involved with ticketing, screening, boarding, sitting on the plane, deplaning, and baggage claim. Forty five individuals attended. They experienced a real time plane delay which enhanced the experience. Ms. Bartlett shared a story of another family who needed an “airport experience” prior to this date due to their own travel plans. Mr. Martin arranged a private simulation. The family was grateful, and their trip was a success!

Ed Tropper of Aviation Flyers explained what encompasses general aviation and what flying means to him as well as many others. Mr. Tropper stated that he would like to see all general aviation tenants treated the same without necessary restrictions, specifically separating the tenants on the east side (Hangar 20) from the tenants on the west side (Aviation Flyers). He would like all tenants to have access to both sides of the field regardless of rules pertaining to the operational need for access. Mr. Tropper stated that friendships and socialization are operational needs.

Jack Bendig of Hangar 20 spoke about the 2019 Master Plan, building location (SRE building), and future expansion. Mr. Bendig also wants his money back for the lighted sign that former Director Doughty made them purchase.

Grayson Patterson of North Coast Air thanked Marybeth Smialek for her service to the Board and welcomed new board member Eric Rogers. Mr. Patterson also thanked Peter Burton jumping in with feet upon his appointment to this Board.

Committee Reports

Finance Committee- Finance Committee Chair Marybeth Smialek reported that the Committee met on March 21, 2023. The Committee reviewed the current Cash Forecast and AR Summary, the February Finance Report, 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, Richard Wagner, Daniel Giannelli, Peter Burton, Andrea Zdaniewski, Brian Slawin, David Hallman, Jr., and Eric Rogers.

Financial Report- James Pacansky reviewed the February report. The net deficit for the month of February was \$19,251. The year to date net surplus is \$20,697. We are favorable to budget year to date \$43,506 with revenue unfavorable to budget \$20,105 and expenses favorable to budget \$63,611.

There was no **Unfinished Business**.

Resolutions

Mr. Martin explained that a three year operations and maintenance agreement with Carahsoft for our Safe Aviation software was previously approved by this Board. The

current agreement will expire May 31, 2023. Approval of this resolution will approve a one year contract with Carahsoft.

RESOLUTION 2023-02

APPROVAL OF CONTRACT WITH CARAHSOFT FOR SAFE AVIATION SOFTWARE LICENSING AND SUPPORT

WHEREAS, the Erie Regional Airport Authority previously purchased Carahsoft SAFE Aviation software.

WHEREAS, the Erie Regional Airport Authority previously approved a contract with Carahsoft for SAFE Aviation software licensing and support for a three (3) year term which will expire 5/31/2023.

IT IS HEREBY RESOLVED, by the Erie Regional Airport Authority Board of Directors, that a one (1) year contract with Carahsoft for SAFE Aviation software licensing and support is approved for a not to exceed amount of \$37,568.64.

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

New Business

Mr. Giannelli announced Board Member Marybeth Smialek resignation. Daniel Giannelli made a motion to accept the resignation of Marybeth Smialek and Andrea Zdaniewski seconded. Approved by Yeas: Richard Wagner, Daniel Giannelli, Peter Burton, Andrea Zdaniewski, Brian Slawin, David Hallman, Jr., Eric Rogers, and Marybeth Smialek.

Mr. Giannelli explained that with Marybeth Smialek leaving, an officer position on the Board is open. Mr. Giannelli proposed the following:

Treasurer- David Hallman, Jr.

Secretary- Brian Slawin

Daniel Giannelli made the motion and Marybeth Smialek seconded. Approved by Yeas: Marybeth Smialek, Richard Wagner, Daniel Giannelli, Peter Burton, Andrea Zdaniewski, Brian Slawin, David Hallman, Jr., and Eric Rogers.

Mr. Giannelli announced that adjustments to Board Committees would be coming soon.

Liaison Comments

Erie County Council Liaison Terry Scutella commended the Airport Authority for releasing the annual report. He thanked the Board for their service.

City Council Liaison Michael Keys had no comments.

Board Member Comments

Ms. Smialek thanked everyone for her time on the Board. She explained her resignation is because she is moving to North Carolina. She encouraged the Board and staff to

ignore the noise. She told the staff to keep doing what they are doing. She advised the Board to keep supporting the staff. The vendetta that some people seem to have against Derek and/or the airport makes no sense!

Peter Burton stated that he knew nothing about the airport before he was appointed. In his opinion, there would be no airport if not for North Coast Air. He believes there was very clear miscommunication regarding the location of Hangar 20. There are costs associated with the Right to Knows and Part 13s from the GA people. Mr. Burton said we should just pay Jack for the sign he bought that was replaced. Mr. Burton stated that he is a landlord. As a landlord, he raises rent to cover improvements. The Airport could do the same as the landlord- raise Hangar 20s rent to cover the capital improvements they want. Mr. Martin explained that the sign issue is a result of Jack Bendig complaining to the FAA. Mr. Bendig's attempt to make an issue of the sign backfired on him. Mr. Martin said that staff will once again put together all the facts pertaining to Hangar 20/GA tenants, so the new Board Members have the same information that the other Board Members have been previously provided. Mr. Burton shared information on a fundraiser for the Historical Society that will honor Tom Ridge.

Mr. Slawin and Mr. Giannelli reiterated the need for the new Board Members to be brought up to speed.

Eric Rogers thanked Derek Martin and Michelle Magee for welcoming him and preparing him for the meeting. He looks forward to working with this Board.


Executive Director's Report

Mr. Martin reported and/or addressed the following:

- The ROTC at Prep will be experiencing a C-130 flight. This is something that has been done regularly prior to the pandemic.
- The final inspection for the Customs and Border Protection facility upgrade project found no vacancies/no lease deficiencies.
- A groundbreaking with Congressman Kelly for the apron rehab project is scheduled for March 20th.
- We are finalizing our response to the Part 13 complaint that originated last fall. Three additional questions were received on March 10th.
- We will be hosting a FOD walk with the McDowell JROTC soon.

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

Adjournment: 1:12 PM



Brian Slawin, Secretary

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