

**ERIE REGIONAL AIRPORT AUTHORITY**  
**MEETING**  
**Wednesday, August 24, 2022**

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          David Benson, Fundamentals  
Marybeth Smialek          Michelle Magee          Flight Training  
Sue Weber          Ian Bogle          Ed Tropper, Av Flyers  
Brian Slawin          James Pacansky          Jack Bendig, Hangar 20  
Richard Wagner          Drew Feiock          Lou Aliota, Millcreek  
Andrea Zdaniewski          Tim Wachter          Fred Veith, Hangar 20  
G. Patterson, NCA  
Annette Mossburg, Wilkins Rd  
B. Patterson, NCA  
Deb Binney, Wilkins Rd  
Travis Burch, Erie Bank  
Jon Riley, Ere Bank

**Participated by Phone:** Aaron Susmarski   Gregory Hayes

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. Marybeth Smialek made a motion to approve the agenda as presented and Andrea Zdaniewski seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, and Sue Weber.

**Approval of Minutes:**

Mr. Giannelli asked for a motion to approve the minutes of last month's Board Meeting 7/27/2022. Sue Weber moved to approve, and Brian Slawin seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, and Sue Weber.

**Public Comments**

*Public Comments are an opportunity for members of the public to speak on the policies and business of the Authority. It is not an opportunity to defame any specific individual.*

Dave Benson of Fundamentals Flight Training provided the following updates to the Board:

- Fundamentals hosted their first ever aero camp and was maxed out at 30 kids. They even had to turn away campers.



- Fundamentals currently has 5 instructors, 50 students with 12 obtaining a private pilot's license and 1 commercial pilot's license, and 2 planes. They plan to acquire 3 more planes within the next few months.
- With previous approval from the Board, Fundamentals along with the Experimental Aircraft Association (EAA) hosted the 1929 Ford Tri-Motor. The event was a success with EAA selling \$40,000 worth of tickets.
- Fundamentals has obtained its 141 certification (flight school) with the FAA. The certificate has been issued and they are awaiting inspection from the FAA.
- With the 141 certification, Fundamentals has been in discussion with PennWest (formerly Edinboro University) to bring the Edinboro pilot's program back to Erie.

Mr. Benson thanked the Board, the Patterson's, and staff for their support and professionalism. The Board congratulated Mr. Benson's on the accomplishments of Fundamentals Flight Training.

Jack Bendig of Hangar 20 stated that he had some safety concerns from the Part 139 inspection. He stated that he had to go on the internet to find out the name and contact information for the inspector. Mr. Bendig stated his concerns were the sign at Alpha because it is not lighted and snow removal- issues he has been trying to tell the Board about. Mr. Bendig indicated that he hoped the FAA would address the issues. Mr. Bendig said the FAA seemed shocked by that Mr. Bendig told them.

Lou Aliota of Millcreek Township reiterated his previous suggestion regarding videotaping meetings or even audio recording the meetings.

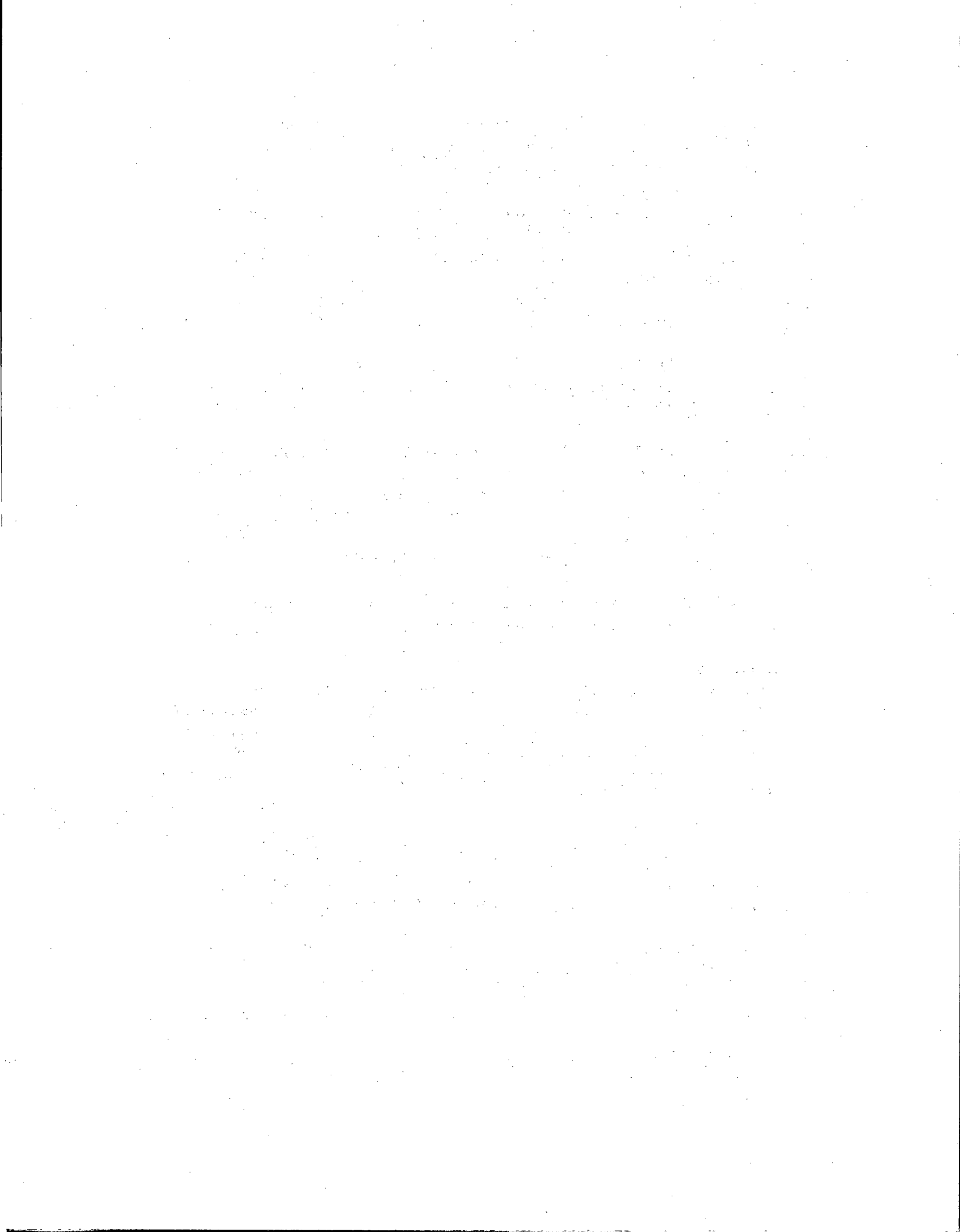
#### **Committee Reports:**

Finance Committee- Finance Committee Chair Marybeth Smialek reported that the Committee met on August 23, 2022. The Committee reviewed the financial report, current Cash Forecast and AR Summary, Capital Fund Transactions, Bills to be Paid, and the Business Expense Reports with no concerns. We had a surplus in July. Ms. Smialek noted that two months' worth of Capital Funds Transactions were reviewed this month.

Ms. Smialek stated the Finance Committee recommends approval of the bills and made the motion to approve; seconded by Brian Slawin. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, and Sue Weber.

**Financial Report**- James Pacansky reviewed the July Finance Report. The net surplus for the month of July was \$27,673. Year to date, the net surplus is \$18,650. We are favorable to budget year to date \$66,753 with revenue unfavorable to budget \$141,834 and expenses favorable to budget \$208,587.

Ad-Hoc Public Relations/Marketing- Mr. Giannelli announced that he, Derek Martin, and Andrea Zdaniewski will have a meeting tomorrow with the M:7 team to put together a plan that will eventually be presented to the full Board.



There was no **Unfinished Business**.

### **Resolutions**

Resolution 2022-21 Authorize Executive Director to Accept and Execute FAA Grant Offer- Mr. Martin explained that the Board previously approved a resolution to award the bid for realignment and reconstruction of Taxiway A phase 1. The funds were just released for this project by the FAA. In response to an inquiry from Mr. Slawin, Mr. Martin explained that this project is being funded at 90% from the FAA and 5% from the Bureau of Aviation with 5% our contribution. Mr. Martin further explained that the taxiway will be realigned per current standards.

Andrea Zdaniewski moved, and Marybeth Smialek seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, and Sue Weber.

### **New Business**

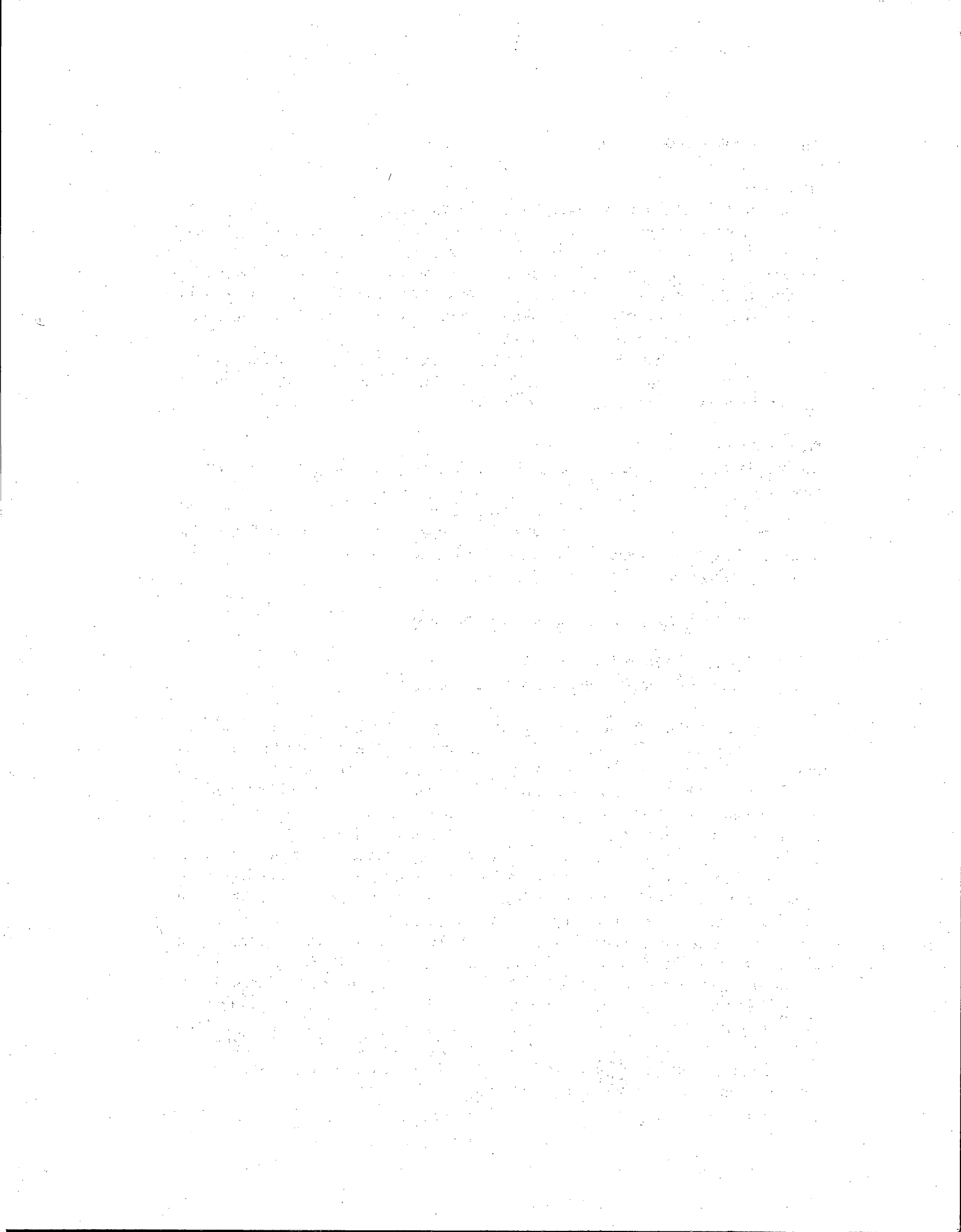
Mr. Martin introduced Travis Burch and Jon Riley from Erie Bank. They are here to present on our pension. Erie Bank manage our funds. Boetger does the assumptions, over/underpayments, and liabilities. Mr. Wagner suggested quarterly meetings to keep the Board more informed. Mr. Giannelli added that a quarterly performance report may be better. Mr. Pacansky shared that it may be inefficient to actually bring Erie Bank in every quarter so a quarterly report may be better.

There were no liaisons present for **Liaison Comments**.

### **Board Member Comments**

Mr. Wagner gave the airport a picture from his basement of a Pan American clipper ship.

Mr. Wachter noted that audio recordings of meetings are held for 30 days or until the minutes are approved. In response to an inquiry from Mr. Slawin, Mr. Wachter explained that our meeting minutes exceed the requirements. Ms. Weber asked Mr. Aliota to stated why he thinks our meetings should be recorded. Mr. Aliota said it would be beneficial to in he said/ she said situations. There were incidents in the past 60 days. Ms. Smialek and Ms. Weber confirmed that the incidents Mr. Aliota mentioned have nothing to do with the Airport Authority. Ms. Smialek added that making changes to our procedure because of something that took place elsewhere makes little sense. Mr. Aliota stated he is "making the suggestion" as a citizen of Millcreek. Mr. Wagner shared that Mr. Aliota called into Brian Shank's radio show with negative statements about the Airport Board. Mr. Wagner expressed his surprise when Mr. Shank talked about Derek's presentation on his show because Derek didn't provide any feedback/report to the Board about it. Mr. Slawin stated that given the hundreds of questions and things he has to address on a daily basis, he isn't sure it is necessary for the Executive Director to report everything to the Board as it happens. He gives an Executive Director's report each month. Mr. Slawin added that we must trust the people we have in their positions. Ms. Weber and Ms. Smialek agreed with Mr. Slawin's opinion. Mr. Martin added that his presentation to County Council is part of today's Executive Director's Report.



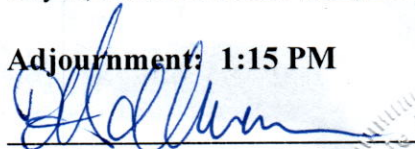
## Executive Director's Report

Mr. Martin reported the following:

- The project to rehabilitate and expand the terminal apron was substantially completed in late 2021 with some punch list work remaining into the spring of 2022. After completion of the punch list, a list of work items and final quantities were developed and agreed to with the contractor. Based on these quantities, the project final cost was \$5,545,495.51 or \$293,090.49 under original budget.
- On August 11, 2022, Mr. Martin presented to County Council at their Finance Meeting. Mr. Martin previously presented to City Council in March. Council seemed to have a lot of misinformation including that North Coast Air has a 99 year lease, airport fees, taxpayer money, and the open positions at the airport. Correct information was provided to Council. For the record, the North Coast Air lease is for 40 years. Regarding fees, in October 2021, the Board voted to waive the \$5 landing fee for single piston engines. We do not charge local aircraft to take off and land here. Mr. Martin explained how the fees charged for clearing Customs differs from the landing fees. Mr. Martin explained that the airport does not take local taxpayer money. We get money through an aviation ticket tax. We are self sufficient with no taxing authority and no bonding authority.
- The Small Community Air Service Development grant that we were previously awarded for the Dulles service on United is still open. We were not awarded a new grant under this program. Our efforts continue to expand service.
- Mr. Martin reported that there are no open positions with the Airport Authority. We have one Airfield employee who is leaving due to his dream of being a military helicopter pilot. He is leaving us for a commissioned position with the United States Marines.
- Mr. Bendig made comments about his contact with our FAA inspector. The FAA has indicated that Mr. Bendig has been informed that per the lease agreement, Hangar 20 is responsible for snow removal. Also, the sign needs to be retro-reflective not lighted for safety as Mr. Bendig has led you to believe. Based on our inspection in July, we have already ordered a new sign.
- Mr. Wagner argued that taxpayer money did fund the airport because gaming revenue was used for the runway extension. The County took gaming revenue and invested it in the airport. It is tax money just by another name. Mr. Slawin voiced his disagreement with these statements. None of his money went to funding the runway because he didn't spend any money at the casino.

Marybeth Smialek made a motion to adjourn, and Brian Slawin seconded. Approved by Yeas: Marybeth Smialek, Aaron Susmarski, Richard Wagner, Daniel Giannelli, Gregory Hayes, Andrea Zdaniewski, Brian Slawin, and Sue Weber.

**Adjournment: 1:15 PM**

  
David Hallman, Jr., Secretary

*An Executive Session was held following the meeting to receive privileged legal advice.*



