

## MEETING MINUTES

Call Meeting to Order – Brock Allen, Chair

Minutes - 1<sup>st</sup> BK 2<sup>nd</sup> BA Pass

Financials - 1<sup>st</sup> \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ Pass / Fail

Tabled – financials not provided in time for review – will review both in next meeting

### Old Business

- **Business Plan Wrap Up: Final Deliverable from Strategy Solutions – Deb Thompson**
  - Economic impact
  - **Action Item: Chuck Gray will contact Joannie Smith to get on city agenda to present economic impact documents. Deb Thompson will present and invite Tatiana Bogatova from the County data center to get her attendance to explain IMPLAN software.**
  - Public-facing executive summary – Deb is finishing and creating final document
  - Schedule of BOA requirements has been delivered
- **Legal representation:**
  - Action Item: Board approved legal notice for publication 1<sup>st</sup> CG 2<sup>nd</sup> BK Pass
  - **Action Item: Ben Kafferlin will advertise RFQ notice for legal representation.**
  - **Action Item: Board will proceed with interviews when responses to RFQs are received. Attorney will be selected.**
- **PennDOT inspection progress report – Chuck Gray**
  - Nick Barber has provided options on inspection report response
  - **Action Item: Chuck Gray will discuss with public works, compile response, and submit**
- **FBO RFQ process – Brock Allen**
  - Discussions with Brock Allen and Lester Zook have been occurring with Fundamentals. They are assessing the gaps that need to be filled for occupancy. Fundamentals plans to have a mechanic and a couple other employees at the Corry Airport. Talks continue.
- **Background Checks / Airport Lease Approval Process**
  - **Action Item: Brock Allen will send to Erie County Airport Police to review and approve.**
  - Once approval is given, we will contract with Erie County Airport Police for the service, give all current tenants background check to complete. When recommendations received from Erie County Airport Police, we will move forward with getting new leases to all tenants.
- **Fundraising Strategy Update – Chuck Gray**
  - **Action Item: NAP may be pursued – Chuck Gray will be approaching businesses to give through tax credits.**
  - **Action Item: Chuck Gray will compile and present requested dates and details from event organizers who use the airport.**
- **Insurance Recommendations Follow Up**
  - Pollution insurance – Lester completed AIG application with some unknowns left blank and sent to Deb Thompson.
  - **Action Item: Deb Thompson will forward application to authority board for completion and submission.**
- **Internet Service Update – Ben Kafferlin**

- Cradle for internet service was received about two weeks ago.
- **Action Item: Lester, has the cradle been installed and is it working?**

## Public Comment

- Steve Bressler shared opinion that the Airport Authority is “not a legal entity,” and “not an authority.” Steve expressed concern that the authority members have insurance to protect them against legal action. Steve asked if meeting minutes were posted on the door. They had not been previously. Authority agreed to post on the door prior to meeting as requested by Mr. Bressler. Minutes will be shared with the City of Corry (as they host the Authority website) as well for posting. Steve further asked for the meeting to be recorded. Ben Kafferlin agreed with Mr. Bressler that a public meeting may be recorded, and Mr. Bressler was welcome to do so with his own recording devices.
- Mayor Baker gave two letters to airport authority board members. One letter from himself stating regret that information was not sought out extensively regarding authority members and eligibility requirements to serve on the authority. The second from Jennifer Gornall citing the Pennsylvania Municipal Authorities Act. Attorney Gornall’s letter stated a concern that having authority board members who do not meet the Act standards leaves decisions made by the board as open to challenge. It was stated by others present that Attorney Gornall’s letter put forth one legal opinion, that other opinions may exist, and that there is no language in the airport authority founding documents developed by the City of Corry that include eligibility requirements. The Mayor thanked the members of the board for their service, but asked that four of the five members to resign.
- Concord Township Supervisor David Gluth clarified that the Corry-Lawrence Airport has no intergovernmental agreement with Concord Township. That Concord Township has no liability, interest nor responsibility for the Corry-Lawrence Airport.
- Mayor Baker updated board members that they would be receiving an amendment to the articles of incorporation lengthening the shortest term of a board member from one to two years as stated in the original incorporation documents. It was discussed by those present that the one-year service duration had been included in error and that to meet requirements of the 5-year-layering of board member turnover, the error will be amended.
- City Comptroller Buzz Hammond mentioned the city’s agreement to give the authority start-up financial support for expenses. Buzz further commented that the City of Corry may not be in a position to pay for legal costs to litigate against the City of Corry.

**Adjournment - 1<sup>st</sup> BA 2<sup>nd</sup> CG Pass - Adjourned at 10:04 a.m.**

## Executive Session – Property acquisition discussion

### PENDING/TABLED

- **Services Agreement**
  - Waiting on lawyer hire to consult with City of Corry
- **Court Petition for Airport Sponsorship Transition/Services Agreement**
  - Waiting on lawyer hire to consult with City of Corry
  - When lawyer selected, put to work on authority membership, clarify beginning date of financial responsibility by Authority, clarify expenses and revenue to be transferred, review and advise on court petition and represent Authority in any negotiation required.
- **Hangar proposal from Logan Hunt – April 2023**