

READING REGIONAL AIRPORT

October 17, 2023 MEETING MINUTES

MEMBERS PRESENT

Commissioner Christin Leinbach, Chairman
Ms. Pamela Shupp-Menet, Asst. Sec/Treas.
Commissioner Lucine Sihelnik, Asst. Sec/Treas. via Microsoft Teams
Mr. Kevin Barnhardt, Treasurer via Microsoft Teams

ALSO PRESENT

Zack Tempesco, Airport Director
Michael Laity, Director of Operations
Michelle Pugh, Director of Administration
Edwin L. Stock, Esq., Solicitor, Roland Stock, LLC
Anne Marie Grill, Berks County Commissioners Office
Jessie Blauser, Berks County Commissioners Office
Lynne Burns, Berks County Commissioners Office via Microsoft Teams
Barbara Lopez, Berks County Commissioners Office via Microsoft Teams
Brian Potts, Bern Township
Karen Shuey, Reading Eagle via Microsoft Teams via Microsoft Teams
Jon Heintzman, Public Relations Office Berks County
Mark Robinson, First Energy via Microsoft Teams
Fran Strause, Transystems via Microsoft Teams via Microsoft Teams
Russell Strine, Mid Atlantic Air Museum

The Authority Meeting of the Reading Regional Airport Authority was held on Tuesday, October 17, 2023 in the Boarding Lounge of the Reading Regional Airport. Commissioner Leinbach, called the meeting to order at 8:00 a.m. The Board unanimously approved the minutes from October 3, 2023.

AIRPORT DIRECTOR'S REPORT

Mr. Tempesco has requested board approval to increase the budget for the professional services from Hubric Resources in regards to the hiring of the FBO Manager. Mr. Barnhardt moved and Ms. Shupp-Menet seconded the motion to increase the budget for professional services with Hubric Resources.

Mr. Tempesco has requested board approval to approve the grant work orders with TransSystems Corporation for the Rehabilitate Terminal Parking Lot and Construct Deicing Storage Building projects contingent upon completed IFE's. Ms. Shupp-Menet motioned and Mr. Barnhardt seconded the motion to approve the two grant work orders with Transystems.

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REAL ESTATE COMMITTEE

An Executive Session was held on October 17, 2023 at 10 AM to discuss Real Estate and Contract matters.

An Executive Session was held on November 9, 2023 at 10 AM to discuss Human Resource Matters.

SOLICITOR'S REPORT

Mr. Stock requested Board approval to approve the amendment to the Olsen Design Group Lease. Mr. Barnhardt moved and Ms. Shupp-Menet seconded the motion to approve the approve the amendment to the Olsen Design Group Lease. The Board unanimously approved the motion.

ENGINEER'S REPORT

None at this time

TREASURER'S REPORT

Ms. Pugh requested Board approval for the FY 2024 FBO Budget. Mr. Barnhardt moved and Ms. Shupp-Menet seconded the motion to approve the FY 2024 FBO Budget.

Ms. Pugh requested Board approval to pay the bills for September 2024 payments. Mr. Barnhardt moved and Ms. Shupp-Menet seconded the motion to approve the payment of the bills for September 2024. The Board unanimously approved the motion.

TENANT ADVISORY COMMITTEE

None at this time

PUBLIC COMMENTS

None at this time.

NEW BUSINESS

Commissioner Leinbach adjourned the meeting at 8:21 AM.