

READING REGIONAL AIRPORT

January 16, 2024 MEETING MINUTES

MEMBERS PRESENT

Commissioner Christian Leinbach, Chairman
Ms. Pamela Menet, Asst. Sec/Treas. via Microsoft Teams
Mr. Kevin Barnhardt, Treasurer
Commissioner Michael Rivera, Asst. Sec/Treas.
Commissioner Dante Santoni, Asst. Sec/Treas.

ALSO PRESENT

Zack Tempesco, Airport Director
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
Barbara Lopez, Berks County Commissioners Office via Microsoft Teams
Brian Potts, Bern Township
Karen Shuey, Reading Eagle via Microsoft Teams
Jon Heintzman, Public Relations Office Berks County
Mark Robinson, First Energy via Microsoft Teams
Fran Strause, Transystems Via Microsoft Teams
Russell Lash, PPC
Nick Riccio, Reading Jet Center via Microsoft Teams
Steve Kunkle, Steve's Landavator Service

The Authority Meeting of the Reading Regional Airport Authority was held on Tuesday, January 16, 2024 in the Boarding Lounge of the Reading Regional Airport. Commissioner Leinbach, called the meeting to order at 8:07 a.m. The Board unanimously approved the minutes from December 19, 2023 and January 2, 2024.

ANNUAL RE-ORGANIZATION MEETING

Mr. Barnhardt motioned and Commissioner Santoni seconded a motion to nominate Mr. Christian Leinbach as Chairman of the Board. The Board unanimously approved the motion.

Mr. Barnhardt motioned and Commissioner Santoni seconded a motion to nominate Mr. Michael Rivera as Vice Chairman of the Board. The Board unanimously approved the motion.

READING REGIONAL AIRPORT

January 16, 2024 MEETING MINUTES

Commissioner Leinbach motioned and Mr. Barnhardt seconded a motion to nominate Commissioner Santoni as Assistant Secretary/Treasurer of the Board. The Board unanimously approved the motion.

Commissioner Leinbach motioned and Commissioner Santoni seconded a motion to nominate Mr. Kevin Barnhardt as Treasurer of the Board. The Board unanimously approved the motion.

Mr. Barnhardt motioned and Commissioner Santoni seconded a motion to nominate Ms. Shupp as Assistant Secretary of the Board. The board unanimously approved the motion.

Commissioner Leinbach motioned and Commissioner Santoni seconded the motion to nominate Mr. Tempesco as Airport Director. The Board unanimously approved the motion.

AIRPORT DIRECTOR'S REPORT

Mr. Tempesco has requested board approval for the inspection of the fire sprinkler system. This inspection will be for the main FBO hangar and capped at \$8,000. Mr. Barnhardt motioned and Commissioner Santoni seconded the motion to approve the fire sprinkler system inspection, capped at \$8,000. The Board unanimously approved the motion.

Mr. Tempesco has requested board approval to replace the main carpet in the FBO facility. This carpet replacement should not exceed \$12,000. Commissioner Santoni motioned and Mr. Barnhardt seconded the motion to approve the replacement of carpet in the main FBO facility. The Board unanimously approved the motion.

Mr. Tempesco requested board approval for the updated insurance liability policy premium of \$32,665. Commissioner Santoni motioned and Mr. Barnhardt seconded the motion to approve the updated insurance liability policy premium of \$32,665. The Board unanimously approved the motion.

Mr. Tempesco requested board approval for the foam transition budget for Airport Fire Fighting and Rescue services in the amount of \$27,105. Mr. Barnhardt motioned and Commissioner Santoni seconded the motion to approve the foam transition budget for Airport Fire Fighting and Rescue services. The Board unanimously approved the motion.

REAL ESTATE COMMITTEE

An Executive Session was held on January 16, 2024 at 9:02 AM to discuss Real Estate and Contract matters.

READING REGIONAL AIRPORT

January 16, 2024 MEETING MINUTES

SOLICITOR'S REPORT

Mr. Stock has requested board Approval for authorization to file paperwork regarding the PFAS complaint. Mr. Barnhardt motioned and Commissioner Santoni seconded the motion to approve the Authorization to file the paperwork related to the PFAS complaint. The Board unanimously approved the motion.

Mr. Stock has requested board Approval to amend the Employee Handbook for FBO Employee's to Receive Tips. Commissioner Santoni motioned and Mr. Barnhardt seconded the motion to amend the Employee Handbook for FBO Employee's to Receive Tips. The Board unanimously approved the motion.

Mr. Stock requested Mr. Barnhardt to resign from the current RATS Committee Appointment. Mr. Barnhardt motioned and Commissioner Santoni seconded the motion for Mr. Barnhardt to resign from the current RATS Committee Appointment. The Board unanimously approved the motion.

Mr. Stock requested Commissioner Santoni to be appointment to the RATS Committee (Resolution 2024-3). Mr. Barnhardt motioned and Ms. Shupp seconded the motion for Commissioner Santoni to be appointed to the RATS Committee (Resolution 2024-3). The Board unanimously approved the motion.

ENGINEER'S REPORT

None at this time

TREASURER'S REPORT

Ms. Pugh requested Board approval for Disbursement Resolution 01-24. Mr. Barnhardt motioned and Commissioner Santoni seconded the motion to approve Disbursement Resolution 01-24. The Board unanimously approved the motion.

TENANT ADVISORY COMMITTEE

None at this time

OLD BUSINESS

Commissioner Santoni motioned and Mr. Barnhardt seconded the motion to approve and adopt the Policy on Aeronautical Use of Hangar Space. The Board unanimously approved the motion

READING REGIONAL AIRPORT

January 16, 2024 MEETING MINUTES

PUBLIC COMMENTS

None at this time.

NEW BUSINESS

Commissioner Leinbach adjourned the meeting at 9:01 A.M.