

READING REGIONAL AIRPORT

NOVEMBER 18, 2025 MEETING MINUTES

MEMBERS PRESENT

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

MEMBERS NOT PRESENT

None at this time

ALSO PRESENT

Zackary Tempesco, Airport Director
Michelle Pugh, Director of Administration
Michael Laity, Director of Operations
Beth McNeal, FBO Manager
Keilly Kirkpatrick, Marketing & Events Coordinator
Edwin L. Stock, Esq., Solicitor, Stock Alfieri
Veronica LePore, Berks County Commissioners Office
Jonathan Heintzman, PRO Berks County
Betsy Carlisle, Mid Atlantic Air Museum
Brian Potts, Bern Township
Fran Strause, Transystems/GFT via Microsoft Teams

The Authority Meeting of the Reading Regional Airport Authority was held on Tuesday, November 16, 2025 in the Board Room 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 21, 2025.

NEW BUSINESS

None at this time

AIRPORT DIRECTOR'S REPORT

Mr. Tempesco requested the board to approve the GFT Supplement 2 for the Terminal Parking Lot Project. Mr. Barnhardt motioned and Commissioner Rivera seconded the motion to approve the GFT Supplement 2 for the Terminal Parking Lot Project. The Board unanimously approved the motion.

Mr. Tempesco requested board to ratify the approval of the sales agreement with CAT to purchase a skid loader under the BOA Grant process in the amount of \$150,000.

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Commissioner Rivera motioned and Commissioner Santoni seconded the motion to ratify the approval of the sales agreement with CAT to purchase a skid loader under the BOA Grant process in the amount of \$150,000. The Board unanimously approved the motion.

Mr. Tempesco requested the board to approve the proposal for Hafer Petroleum for removal of the West Apron USTs in the amount of \$24,400 with a not to exceed amount for the project of \$30,000. Commissioner Santoni motioned and Commissioner Rivera seconded the motion to approve the proposal for Hafer Petroleum for removal of the West Apron USTs in the amount of \$24,400 with a not to exceed amount for the project of \$30,000. The Board unanimously approved the motion.

The board has tabled the proposal for the WWTP Flow Meter Data Logging equipment in the amount of \$11,574.79.

FBO MANAGER'S REPORT

None at this time

MARKETING REPORT

None at this time

SOLICITOR'S REPORT

Mr. Stock requested board approval for the Resolution Regarding the Holiday Inn Express. Mr. Barnhardt motioned and Commissioner Rivera seconded the motion to approve the Resolution Regarding the Holiday Inn Express. The Board unanimously approved the motion.

Mr. Stock requested board approval for the Extension to the Existing Line of Credit with Tompkins. Mr. Barnhardt motioned and Commissioner Rivera seconded the motion to approve the Extension to the Existing Line of Credit with Tompkins. The Board unanimously approved the motion.

ENGINEER'S REPORT

None at this time.

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TREASURER'S REPORT

Ms. Pugh requested board approval for the Payment Resolution 02-2026. Mr. Barnhardt motioned and Commissioner Rivera seconded the motion to approve Payment Resolution 02-2026. The Board unanimously approved the motion.

Ms. Pugh requested the Board to approve the Aviation Council of PA Invoice for \$10,000. Commissioner Santoni motioned and Mr. Barnhardt seconded the motion to approve the Aviation Council of PA Invoice for \$10,000. The Board unanimously approved the motion.

TENANT ADVISORY COMMITTEE

None at this time

OLD BUSINESS

None at this time

PUBLIC COMMENTS

None at this time.

NEW BUSINESS

None at this time.

Commissioner Leinbach adjourned the meeting at 8:42 A.M.