

**BLAIR COUNTY AIRPORT AUTHORITY
REGULAR MEETING
MARCH 9, 2015**

Thomas Hite called the Regular Meeting of the Blair County Airport Authority to order at 6:00 PM. The meeting was held in the conference room of the Altoona-Blair County Airport, 310 Airport Drive, Martinsburg, PA 16662. The meeting began with the pledge of alliance to the flag of the United States of America.

Those present included BCAA board members Gary Orner, Martin Marasco, Ben Stapelfeld, and Drew Swope, and Blair County Commissioner's Representative, Diane Meling. Board members Herbert Bolger, Thomas Hite, and Mike Ritchey were absent. Also present were Tracy Plessinger, BCAA Manager, David Pertile, BCAA Solicitor, Dave Jones and Matt Dunn, of Delta Airport Consultants, Vince Mojta of IG Flight Services, and Kay Stephens, of the Altoona Mirror.

Drew Swope made a motion to approve the agenda for the March 9, 2015, Regular Meeting. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

REGULAR MEETING

Approval of Minutes

- A. Martin Marasco made a motion to approve the minutes from the February 9, 2015, Regular Meeting. Drew Swope seconded the motion. All board members present voted Aye. Motion passed.

Manager's Report

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Detail contained in written "Manager's Report – March 9, 2015.")
- B. Martin Marasco made a motion to approve the Manager's Report. Ben Stapelfeld seconded the motion. All board members present voted Aye. Motion passed.

Engineer's Report

- A. Delta Airport Consultants presented an update to the board on current projects. (Detail contained in written "Project Status Report – January 2015 – Updated March 4, 2015)
- B. Ben Stapelfeld made a motion to approve the Engineer's Report. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Board Committee Reports

- A. **Property Committee** - Martin Marasco, Committee Chair, presented the report of the Property committee. There are several potential leases which are in the discussion/negotiation phase. These will be discussed further in executive session.
- B. **Finance Committee** – Ben Stapelfeld, Committee Chair, presented financial statements for the month. A motion is included on the agenda for approval of disbursements for the month.
- C. **Marketing Committee** – Gary Orner, Committee Chair, reported that efforts are continuing to bring the Wings of Freedom WWII Planes to Altoona again this summer.
- C. **Personnel Committee** – There were no items to report pertaining to the Communications Committee.

- D. **Communications** – There were no items to report pertaining to the Communications Committee.
- E. Martin Marasco made a motion to approve the board committee reports. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Floor Opened for Public Comment on Agenda Items

- A. There was no public comment on agenda items.

Old Business

- A. There was no Old Business for the board to discuss or act on.

New Business

- A. A motion to approve a Hold Harmless agreement regarding the fuel tank at Degol Jet Center II was tabled.
- B. Martin Marasco made a motion to approve a 24 month contract with On Demand Energy for electric service to airport facilities. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Ben Stapelfeld made a motion to approve a 24 month contract with On Demand Energy for natural gas service to airport facilities. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Martin Marasco made a motion to change phone service to Atlantic Broadband for all airport facilities and to add cable and wi-fi service to the terminal area. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- E. Drew Swope made a motion to join the Huntingdon County Convention and Visitor's Bureau at a cost of \$175. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- F. Martin Marasco made a motion to approve a PFC Administrative Services Contract with Delta Airport Consultants in the amount of \$47,360, pending receipt of a status report from Delta regarding detail of the services to be provided. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye.
- G. Ben Stapelfeld made a motion to approve payment of funds from the General Fund Account for airport operations in the amount of \$25,972.18, \$4,952.32 of which was paid prior to the meeting; from the Local Project Account for Fuel Farm construction in the amount of \$58,400.80; and from the State Project Account for Fuel Farm construction in the amount of \$90,382.54. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- H. Martin Marasco made a motion to approve Resolution #2015-01, A Resolution Authorizing the Authority Manager to Access and Maintain all M&T Bank Accounts. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye.

General Public Comment

- A. There was no general public comment.

Executive Session

- A. Gary Orner made a motion to enter executive session for the purpose of considering the purchase or lease of real property up to the time an option to purchase or lease the real property is obtained or up to the time an agreement to purchase or lease such property is obtained if the agreement is obtained directly without an option, as provided in Section 708(a)(3) of the

Sunshine Act; and for the purpose of consulting with an attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed, as provided in Section 708(a)(4) of the Sunshine Act. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Adjournment

- A. Ben Stapelfeld made a motion to adjourn the Regular Meeting. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed. Meeting adjourned at 8:35 PM.
- B. April regular meeting of the BCAA Board will be held on April 13, 2015, at the Altoona-Blair County Airport Conference Room at 6:00PM.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, April 13, 2015.

Mike Ritchey, Secretary, BCAA