

BLAIR COUNTY AIRPORT AUTHORITY
REORGANIZATION AND REGULAR MEETING

JANUARY 11, 2016

Thomas Hite called the Reorganization and 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 Herbert Bolger, Thomas Hite, Gary Orner, Martin Marasco, Ben Stapelfeld, and Drew Swope. Also present were Ted Beam, Blair County Commissioners' Representative to the BCAA Board; Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; David Jones and Matthew Dunn, Delta Airport Consultants; and Roger Hull, Kitty Hawk Restaurant.

REORGANIZATION MEETING

Election of Officers

- A. Martin Marasco made a motion to appoint Gary Orner as Chairman for 2016. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Drew Swope made a motion to appoint Tom Hite as Vice Chairman for 2016. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Herbert Bolger made a motion to appoint Ben Stapelfeld as Treasurer for 2016. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Herbert Bolger made a motion to appoint Mike Ritchey as Secretary for 2016. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Selection of Depository

- A. Drew Swope made a motion to appoint M&T Bank as the depository for all authority funds for 2016. Martin Marasco seconded the motion. A vote was taken. All board members present voted aye. Motion passed.

Approval of 2016 Meetings

- A. Martin Marasco made a motion to hold monthly authority meetings in 2016 on the second Monday of each month, at 6:00 PM, in the first floor terminal conference room of the Altoona-Blair County Airport located at 310 Airport Drive, Martinsburg, PA; with the exception of the May meeting, which will be held on the first Tuesday of the month, May 3. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Adjournment

- A. Herbert Bolger made a motion to adjourn the reorganization meeting and begin the regular monthly meeting. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted aye. Motion passed.

REGULAR MEETING

Approval of Agenda

- A. Herbert Bolger made a motion to approve the agenda for the January 11, 2016, Regular Meeting. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Minutes

- A. Martin Marasco made a motion to approve the minutes from the December 14, 2015, Regular Meeting. Herbert Bolger 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. (Details contained in written "Manager's Report – January 11, 2016.")
- B. Herbert Bolger 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. Matthew Dunn provided a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – December 2015 – Updated January 5, 2016")
- B. Herbert Bolger 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** – Drew Swope, Committee Chair, presented the report of the Property committee. Discussion of several items was reserved for 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 planning is beginning for the Wings of Freedom event to be held August 19-21.
- D. **Personnel Committee** – Herbert Bolger, Committee Chair, reported that there is a personnel matter on the agenda for consideration.
- E. **Communications** – Nothing to report.
- F. Herbert Bolger made a motion to approve the board committee reports. Drew Swope 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 discussion or action.

New Business

- A. Ben Stapelfeld made a motion to approve the purchase and installation of a regulator for the main runway at a cost not to exceed \$19,000. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Gary Orner made a motion to approve the purchase and installation of a new fire alarm system for the terminal at a cost not to exceed \$10,500. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Herbert Bolger made a motion to accept the resignation of employee, Wendi Hunsicker, effective December 16, 2015. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Ben Stapelfeld made a motion to approve payment from the General Fund Account for airport operations in the amount \$36,095.51, \$9,529.96 of which was paid prior to the meeting; and

from the Local Project Account in the amount of \$7,200.00. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

General Public Comment

A. There was no general public comment.

Adjournment

- A. Drew Swope made a motion to adjourn the public meeting and enter executive session 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.
- B. The February regular meeting of the BCAA will be held on February 8, 2016, at the Altoona-Blair County Airport Conference Room at 6:00PM.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, February 8, 2016.

Mike Ritchey, Secretary, BCAA