

BLAIR COUNTY AIRPORT AUTHORITY

REGULAR MEETING

OCTOBER 10, 2016

Gary Orner called the Regular Meeting of the Blair County Airport Authority to order at 6:00 PM. The meeting was held in the Blair County Airport Authority Offices at 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, and Ben Stapelfeld, Jr. Also present were Ted Beam, Blair County Commissioners' Representative to the BCAA Board; Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; David Jones, of Delta Airport Consultants, and Kay Stephens, of the Altoona Mirror.

REGULAR MEETING

Approval of Agenda

- A. Tom Hite made a motion to approve the agenda for the October 10, 2016, Regular Meeting. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Minutes

- A. Herb Bolger made a motion to approve the minutes from the September 12, 2016, Regular Meeting. Tom Hite seconded the motion. All board members present voted Aye. Motion passed.

Visitors

- A. None scheduled.

Manager's Report

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – October 10, 2016.")
- B. Ben Stapelfeld, Jr. made a motion to approve the Manager's Report. Tom Hite seconded the motion. All board members present voted Aye. Motion passed.

Engineer's Report

- A. David Jones presented a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – September 2016 – October 5, 2016")
- B. Herb Bolger made a motion to approve the Engineer's Report. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Board Committee Reports

- A. **Property Committee** – David Jones discussed the upcoming hangar/office construction projects. There is a motion the agenda to amend the current lease with AOO Kitty Hawk.
- B. **Finance Committee** – Ben Stapelfeld, Jr., 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** – Southern Airways will begin marketing the new BWI service in conjunction with the new service at DUJ and JST Airports.

- D. **Personnel Committee** – Our new maintenance employee, Del Hoover, has completed ARFF training and is now fully certified for ARFF coverage. This will greatly reduce the amount of overtime required to provide ARFF coverage for our commercial flights.
- E. **Communications** – Nothing to report.
- F. Tom Hite made a motion to approve the board committee reports. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Floor Opened for Public Comment on Agenda Items

- A. No Comments.

Old Business

- A. There was no old business for discussion or action.

New Business

- A. Herbert Bolger made a motion to authorize the BCAA manager and Solicitor to proceed with any notifications or legal actions necessary to evict T-Hangar tenants that have not executed the current lease agreement or provided the necessary insurance confirmation. Tom Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Tom Hite made a motion to approve payment of invoices for Airport Operations from the General Fund in the amount of \$30,167.30, \$8,668.94 of which was paid prior to the meeting. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Tom Hite made a motion to authorize the BCAA Manager, Engineer, and Solicitory to proceed with planning, permitting, and financing of projects to include construction of T-Hangars, Corporate hangars, and office Building; and the possible demolition of the AFSS Building and T-Hangars. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Tom Hite made a motion to approve Amendment #4 to the AOO Kitty Hawk Restaurant lease. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

General Public Comment

- A. Kay Stephens, of the Altoona Mirror, asked several questions about the proposed construction and demolition projects.

Adjournment/Executive Session

- A. Tom Hite made a motion to adjourn the meeting and enter Executive Session for the purpose of considering the 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. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. The November regular meeting of the BCAA will be held on November 14, 2016, in the Blair County Airport Authority Offices at 6:00PM.

Approved by BCAA Board, November 14, 2016.

Mike Ritchey, Secretary, BCAA