

**BLAIR COUNTY AIRPORT AUTHORITY
REORGANIZATION AND REGULAR MEETING
JANUARY 12, 2015**

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, Mike Ritchey, Ben Stapelfeld, and Drew Swope. Also present were Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; Matthew Dunn, Delta Airport Consultants; Vince Mojta and Lou Ridley, IG Flight Services; Roger Hull, Kitty Hawk Restaurant; and Kay Stephens, of the Altoona Mirror.

REORGANIZATION MEETING

Election of Officers

- A. Herbert Bolger made a motion to retain existing officers for 2015 as follows; Chairman, Thomas Hite; Vice Chairman, Gary Orner; Secretary, Mike Ritchey; Treasurer, Ben Stapelfeld, Jr. Martin Marasco 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 2015. Mike Ritchey seconded the motion. A vote was taken. All board members present voted aye. Motion passed.

Approval of 2015 Meetings

- A. Martin Marasco made a motion to hold monthly authority meetings in 2015 on the second Monday of each month at 6:00 PM in the terminal conference room of the Altoona-Blair County Airport located at 310 Airport Drive, Martinsburg, PA. 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. Mike Ritchey seconded the motion. A vote was taken. All board members present voted aye. Motion passed.

REGULAR MEETING

Approval of Agenda

- A. Martin Marasco made a motion to approve the agenda for the January 12, 2015, 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 8, 2014, Regular Meeting. Mike Ritchey 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 – January 12, 2015.")
- 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. Matt Dunn provided a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – December 2014 – Updated January 6, 2015)
- 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** - Martin Marasco, Committee Chair, presented the report of the Property committee. There are several potential leases which are in the discussion/negotiation phase and will be further discussed 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 we have not received any further information from Tom Gray, of the Greater PA Military Preservation Association, regarding the possibility of that organization participating in the WWII Fly-in this summer.
- D. **Personnel Committee** – There is a personnel matter on the agenda for consideration.
- E. **Communications** – There were no items to report pertaining to the Communications Committee.
- 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 request the Sun Air Express provide service to AOO with a Cessna Caravan Aircraft when those aircraft become available. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Mike Ritchey made a motion to approve placement of an advertisement in the Explore Altoona Visitor's Guide at a cost of \$1,000. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

- C. Herbert Bolger made a motion to terminate the employment of Trentton Long effective January 4, 2015. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Martin Marasco made a motion to approve the proposed general fund budget for 2015 projecting \$502,000 in revenues and \$496,500 in expenses. Herbert Bolger seconded the motion. A vote was taken. All board members present voted aye. Motion passed.
- E. Ben Stapelfeld made a motion to approve payment from the General Fund Account for airport operations in the amount \$23,341.38, for the Marking, Signage & Fencing Project in the amount of \$3,527.79, and for the RPZ Land Acquisition Project in the amount of \$21,860.91; to pay funds from PA State Project Account for the Fuel Farm Project in the amount of \$75.00, and for the RPZ Land Acquisition in the amount of \$21,860.91; and to pay funds from the FAA Project Account for the Marking, Signage & Fencing Project in the amount of \$63,500.13, and for the RPZ Land Acquisition Project in the amount of \$393,496.38. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

General Public Comment

- A. Lou Ridley and Vince Mojta asked about reporting of runway conditions for a flight landing on the evening of January 3. The manager explained that the maintenance crew was not on duty when the pilot called for a condition report, but a NOTAM had been issued listing breaking action readings on all runways.

Adjournment

- A. Martin Marasco made a motion to adjourn the public meeting and 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. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. February regular meeting – February 9, 2015, at the Altoona-Blair County Airport Conference Room at 6:00PM.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, February 9, 2015.

Mike Ritchey, Secretary, BCAA