

**BLAIR COUNTY AIRPORT AUTHORITY**  
**REGULAR MEETING**  
**APRIL 13, 2015**

Gary Orner 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 Herbert Bolger, Gary Orner, Martin Marasco, Ben Stapelfeld, Mike Ritchey, and Drew Swope. Board member Thomas Hite, and Blair County Commissioner's Representative, Diane Meling were absent. Blair County Commissioner Ted Beam attended the meeting, representing the Blair County Commissioners in Diane Meling's absence. Also present were Tracy Plessinger, BCAA Manager, David Pertile, BCAA Solicitor; Matt Dunn and Adam Switzer, of Delta Airport Consultants; Bruno DeGol and Jeff Piazza of DeGol Aviation, John Suarez of IG Flight Services; Roger Hull of Kitty Hawk Restaurant; and Kay Stephens, of the Altoona Mirror.

Drew Swope made a motion to approve the agenda for the April 13, 2015, Regular Meeting. Ben Stapelfeld 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 March 9, 2015, 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 – April 13, 2015.")
- B. Herb 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. Delta Airport Consultants presented an update to the board on current projects. (Detail contained in written "Project Status Report – March 2015 – Updated April 9, 2015)
- B. Herb Bolger made a motion to enter executive session at 6:35 PM 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.
- C. Herbert Bolger made a motion to return to regular session at 7:45 PM. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Martin Marasco made a motion to direct Delta Airport Consultants, in consultation with DeGol Aviation and IG Flight Services, to draft a proposal to correct identified deficiencies in the fuel farms currently under construction; submit the proposal to the BCAA Property Committee for review; and upon approval of the committee, present the proposal to the Fourth River

Company, directing them to carry out the corrections. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

- E. 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 lease renewals 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 or early fall.
- C. **Personnel Committee** – There were no items to report pertaining to the Personnel Committee.
- D. **Communications** – There were no items to report pertaining to the Communications Committee.
- E. Mike Ritchey 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. Kay Stephens, of the Altoona Mirror, asked if the BCAA would no longer be needing the county allocation since the audit shows that our financial condition has improved. The board explained that the county allocation will be used for capital improvements and local share of project expenses.
- B. Kay Stephens, of the Altoona Mirror, asked about the disposition of the FAA AFSS building. The board explained that the disposition relates to the BCAA reaching an agreement with the FAA to vacate the majority of the building, while leaving it suitable for future tenants.

#### **Old Business**

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

#### **New Business**

- A. Ben Stapelfeld made a motion to accept the findings of the Young, Oakes, Brown & Company 2014 Audit of BCAA Accounts. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Herbert Bolger made a motion to deny Gary Wilson's offer of payment for placement of a sign on BCAA property and to request that he remove the existing sign within 30 days. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Drew Swope made a motion to approve payment of funds from the General Fund Account for airport operations in the amount of \$37,906.15, \$6,815.48 of which was paid prior to the meeting; and from the Local Project Account for ARFF project \$3,548.00. Mike Ritchey 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 if the board was aware that Seaport Airlines has filed a complaint with the DOT requesting the reopening of the EAS contracts. The board responded that they are aware of the situation. Further, they were consulted regarding the questioned

changes, those changes were approved by the board, and have been providing good results for the passengers of the airport.

**Adjournment**

- A. Martin Marasco made a motion to adjourn the regular 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. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed. Meeting adjourned at 8:30 PM.
- B. The May regular meeting of the BCAA Board will be held on May 11, 2015, at the Altoona-Blair County Airport Conference Room at 6:00PM.

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Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, May 11, 2015.

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Mike Ritchey, Secretary, BCAA