

BLAIR COUNTY AIRPORT AUTHORITY
REGULAR MEETING
JULY 13, 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 Herbert Bolger, Thomas Hite, Gary Orner, Ben Stapelfeld, and Drew Swope. Commissioner Ted Beam was present representing the Blair County Commissioners. Also present were Tracy Plessinger, BCAA Manager, David Pertile, BCAA Solicitor; Matt Dunn, Adam Switzer, and Dave Jones of Delta Airport Consultants; and Bruno Degol and Jeff Piazza of DeGol Jet Center II.

Herb Bolger made a motion to approve the agenda for the July 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. Herbert Bolger made a motion to approve the minutes from the June 8, 2015, Regular Meeting. Ben Stapelfeld 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 – July 13, 2015.")
- B. Ben Stapelfeld made a motion to approve the Manager's Report. Herbert Bolger 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 – June 2015 – Updated July 10, 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** – Drew Swope, Committee Chair, presented the report of the Property Committee. Discussions on several items were 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 Sun Air is doing summer promotion with Explore Altoona.
- C. **Personnel Committee** – The personnel committee is recommending hiring Joe Frazier as a full-time maintenance employee. There is a motion on tonight's agenda for same.
- D. **Communications** – There were no items to report pertaining to the Communications Committee.
- E. Ben Stapelfeld made a motion to approve the board committee reports. Herbert Bolger 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. Drew Swope made a motion to approve BCAA membership in the rural Air Service Alliance at an annual cost of \$1,000. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Herbert Bolger made a motion to approve Suzanne Egan Advertising to create a new web page and logo for the Altoona-Blair County Airport at a cost not to exceed \$2,500. Ben Stapelfeld seconded the motion. A vote was taken. Board members Bolger, Hite, Orner, and Stapelfeld voted Aye. Board member Swope abstained due to a conflict of interest arising from the fact that his spouse is related to a principal of Suzanne Egan Advertising. Motion passed.
- C. Herbert Bolger made a motion to approve hiring Joseph Frazier as a maintenance employee at the Altoona Blair County Airport, pending approval of all background checks, with an effective date of July 6, 2015, and to begin a 90-day probationary period on that date. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye.
- D. Ben Stapelfeld made a motion to approve payment of invoice for Airport Operations from the general Fund in the amount of \$29,934.05, \$3,908.08 of which was paid prior to the meeting. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

General Public Comment

- A. Paul Nuss addressed the board and presented various questions/concerns regarding the Navmar lease and possible UAV operations at AOO.

Adjournment

- A. Herbert Bolger made a motion to adjourn the regular meeting and enter into 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. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed. Meeting adjourned at 6:55 PM.
- B. The August regular meeting of the BCAA Board will be held on August 10, 2015, at the Altoona-Blair County Airport Conference Room at 6:00PM.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, August 10, 2015.

Mike Ritchey, Secretary, BCAA