

**BLAIR COUNTY AIRPORT AUTHORITY  
REGULAR MEETING  
OCTOBER 12, 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, Martin Marasco, Mike Ritchey, Ben Stapelfeld and Drew Swope (arrived at 6:18 PM). Also present were Tracy Plessinger, BCAA Manager and David Jones, of Delta Airport Consultants, and Kay Stephens, of the Altoona Mirror.

Ben Stapelfeld made a motion to approve the agenda for the October 12, 2015, Regular Meeting. Martin Marasco 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 September 14, 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 – October 12, 2015.")
- B. Randall Kring, of Keller Engineers, addressed the board regarding an item in the Manager's report relating to the construction of a hangar by Semcoa Corporation. Mr. Kring presented a proposed site development plan for the proposed hangar construction.
- C. Mike Ritchey 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. David Jones, of Delta Airport Consultants, presented an update to the board on current projects. (Detail contained in written "Project Status Report – September 2015 – Updated October 8, 2015)
- B. Martin Marasco 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** – 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.
- D. **Marketing Committee** – Gary Orner, Committee Chair reported that an invitation has been extended to the Allegheny FSDO to hold the Wings Weekend, Pilot Proficiency Program Training, at AOO for the next three years (2016-2018).
- 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. Herbert Bolger made a motion to approve the board committee reports. Mike Ritchey 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 for further detail about the emergency drill. The manager responded that there will be a press release distributed prior to the event.

#### **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 approve plans for construction of a hangar on land leased by Semcoa Corporation as presented by Randall Kring, of Keller Engineers. Martin Marasco seconded the motion. A vote was taken. A vote was taken. All board members present voted Aye. Motion passed.
- B. Drew Swope made a motion to terminate the lease agreement of Sandra M. Weyandt effective November 30, 2015. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Martin Marasco made a motion to accept ownership and responsibility for maintenance of the structure known as the “White County Garage” pending investigation and approval by BCAA and Blair County solicitors and Blair County Commissioner; and to approve replacement of the roof on the structure at a price not to exceed \$4,500 when the transfer is complete. A vote was taken. All board members present voted Aye.
- D. A motion to approve contracting with Ag Truck & Equipment, LLC to alter an existing 18’ snowplow to a 13’ plow at a cost not to exceed \$4,000 was tabled pending further investigation by Central Hydraulics of the brush/plow system.
- E. A motion to approve a new Collateral Access Agreement between the BCAA and Wells Fargo Bank as amended by Wells Fargo to include language requiring the BCAA to notify them of any default by the Hertz franchisee at AOO, was tabled in favor of the agreement previously approved by the BCAA.
- F. Gary Orner made a motion to approve payment of invoices for Airport Operations from the General Fund in the amount of \$28,755.19, \$7,802.36 of which was paid prior to the meeting; from the FAA Account in the amount of \$176,944.39 for Property Acquisition for RPZ expansion; from the State Project Account in the amount of \$9,830.24 for Property Acquisition for RPZ expansion; and from the Local Project Account in the amount of \$9,830.24 for Property Acquisition for RPZ expansion. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted aye.

#### **General Public Comment**

- A. There was no general public comment.

#### **EXECUTIVE SESSION**

- A. Gary Orner made a motion to 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; and 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. Gary Orner made a motion to return to regular session. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted aye.

#### **REGULAR MEETING RESUMED**

- G. Herbert Bolger made a motion to contract with Mike Barta Inc. to evaluate the newly constructed fuel farms and provide a detail report on deficiencies, including an estimate of cost of repairs at a cost not to exceed \$3,500. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

#### **Adjournment**

- A. Martin Marasco made a motion to adjourn the meeting at 9:00 PM. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye.

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Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, November 9, 2015.

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Mike Ritchey, Secretary, BCAA