

BLAIR COUNTY AIRPORT AUTHORITY

REGULAR MEETING

MARCH 14, 2016

Gary Orner called the Regular Meeting of the Blair County Airport Authority to order at 6:35 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 Gary Orner, Martin Marasco, Mike Ritchey, Ben Stapelfeld, and Drew Swope. Also present were Ted Beam, Blair County Commissioners' Representative to the BCAA Board; Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; David Jones and Matthew Dunn, Delta Airport Consultants; and Kay Stephens of the Altoona Mirror.

REGULAR MEETING

Approval of Agenda

- A. Ben Stapelfeld made a motion to approve the agenda for the March 14, 2016, Regular Meeting. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Minutes

- A. Drew Swope made a motion to approve the minutes from the February 9, 2016, 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. (Details contained in written "Manager's Report – March 14, 2016.")
- B. Martin Marasco made a motion to approve the Manager's Report. Mike Ritchey seconded the motion. All board members present voted Aye. Motion passed.

Engineer's Report

- A. Matthew Dunn provided a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – March 2016 – Updated March 10, 2016")
- B. Mike Ritchey made a motion to approve the Engineer's Report. Martin Marasco 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. Agreements have been prepared to settle all outstanding Fuel Farm issues. Atty. Pertile briefly reviewed the content of the agreements. There are motions on the agenda for approval of the agreements.
- 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 planning is continuing for the Wings of Freedom event to be held August 19-21.
- D. **Personnel Committee** – Nothing to report.

- E. **Communications** – Nothing to report.
- F. Drew Swope made a motion to approve the board committee reports. Martin Marasco 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. Drew Swope made a motion to approve an agreement with Fourth River Company, settling all claims relating to the Fuel Farm project, and to authorize BCAA officers and employees to take all necessary actions to execute same, contingent on final review and approval by Solicitor. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Ben Stapelfeld made a motion to approve an agreement with Delta Airport Consultants, settling all claims relating to the Fuel Farm project, and to authorize BCAA officers and employees to take all necessary actions to execute same, contingent on final review and approval by Solicitor. Martin Marasco seconded the motion. A vote was taken. All board members present voted Aye. Motion passed. All board members present voted Aye. Motion passed.
- C. Ben Stapelfeld made a motion to approve an agreement with DeGol Jet Center II, settling all claims relating to the Fuel Farm project, and to authorize BCAA officers and employees to take all necessary actions to execute same, contingent on final review and approval by Solicitor and execution of settlement agreements by Fourth River Company and Delta Airport Consultants. Mike Ritchey seconded the motion. A vote was taken. Board members Orner, Ritchey, and Stapelfeld voted Aye. Board Member Marasco abstained due to a potential conflict of interest arising from the fact that he is President and CEO of the Altoona Blair County Development Corporation, and Bruno DeGol, a principal in DeGol Jet Center II, serves on the Board of Directors of that organization. Board Member Swope abstained from the vote due to a potential conflict of interest arising from the fact that he is involved in an unrelated business relationship with Bruno DeGol, a principal in DeGol Jet Center II. Motion passed.
- D. Martin Marasco made a motion to approve a lease agreement with AOO Kitty Hawk for operation of a rental car agency at the Altoona-Blair County Airport, as prepared by BCAA Solicitor, and to authorize BCAA officers and employees to take all necessary actions to execute same. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- E. A motion to amend the existing lease agreement with Gus R. Lesnevich, Inc., eliminating the CPI adjustment clause effective April 1, 2016, through the remainder of the lease was tabled.
- F. Ben Stapelfeld made a motion to approve the payment of invoices for Airport Operations from the General Fund in the amount of \$42,823.32, 9,860.94 of which was paid prior to the meeting.

General Public Comment

- A. Kay Stephens asked several questions about the Fuel Farm Settlement Agreements. She also asked if she would be able to obtain copies of the agreements. Copies can be provided after all parties involved have executed the agreements.

Adjournment/Executive Session

- A. Martin Marasco made a motion adjourn the meeting and enter 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. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. The April regular meeting of the BCAA will be held on April 11, 2016, in the Blair County Airport Authority Offices at 6:00PM.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, April 11, 2016.

Mike Ritchey, Secretary, BCAA