

BLAIR COUNTY AIRPORT AUTHORITY

REGULAR MEETING

JUNE 14, 2016

Gary Orner called the Regular Meeting of the Blair County Airport Authority to order at 6:00 PM. The meeting was held in the Blair County Airport Authority Offices at 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, and Gary Orner. Board member Mike Ritchey joined the meeting by conference call. Also present were Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; David Jones of Delta Airport Consultants, and Kay Stephens of the Altoona Mirror.

REGULAR MEETING

Approval of Agenda

- A. Herbert Bolger made a motion to approve the agenda for the June 14, 2016, Regular Meeting. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Minutes

- A. Thomas Hite made a motion to approve the minutes from the May 23, 2016, Regular Meeting. Herbert Bolger seconded the motion. All board members present voted Aye. Motion passed.

Visitors

- A. None scheduled.

Manager's Report

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – June 14, 2016.")
- B. Thomas Hite 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. David Jones provided a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – May 2016 – Updated June 13, 2016")
- B. Thomas Hite made a motion to approve the Engineer's Report. Herbert Bolger 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. The Pennsylvania State Police have requested an amendment to their lease extension options. There is a motion on the agenda to approve the amendment containing the new lease extension provisions.
- B. **Finance Committee** – Tracy Plessinger, Airport Manager, 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** – Herbert Bolger, Committee Chair, reported that the committee is recommending hiring Del Hoover for a vacant maintenance position. There is a motion on the agenda to that effect.
- E. **Communications** – Nothing to report.
- F. Thomas Hite 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 several questions relating to the EAS bids for AOO.

Old Business

- A. There was no old business for discussion or action.

New Business

- A. Thomas Hite made a motion to the Department of Transportation to accept the bid of Southern Airways Express to provide EAS service at AOO, with service to PIT and BWI. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Herbert Bolger made a motion to approve a lease extension with the Pennsylvania State Police for their hangar at AOO, and to authorize BCAA officers, employees, and agents to execute all documents necessary to complete the lease agreement. The lease extension provides for a 9-month extension, through June 30, 2017, with options for two additional 3-month extensions. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Mike Ritchey made a motion to approve hiring Del Hoover for a full-time airport maintenance position, at an hourly rate of \$10.00/hour, increasing to \$10.50/hour after a 90-day probationary period. Hiring to become effective June 27, 2016. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Thomas Hite made a motion to approve a contract amendment, Amendment #10, with Delta Airport Consultants, for work already completed on the RW03 and RW21 RPZ Expansion property acquisitions. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- E. Mike Ritchey made a motion to approve payment of invoices for Airport Operations from the General Fund in the amount of \$20,353.11. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

General Public Comment

- A. None.

Adjournment/Executive Session

- A. Thomas Hite made a motion to adjourn the meeting. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. The July regular meeting of the BCAA will be held on July 11, 2016, in the Blair County Airport Authority Offices at 6:00PM.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, July 11, 2016.

Mike Ritchey, Secretary, BCAA

