

BLAIR COUNTY AIRPORT AUTHORITY
REGULAR MEETING
AUGUST 8, 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, Gary Orner, Mike Ritchey, and Ben Stapelfeld, Jr. Also present were Ted Beam, Blair County Commissioners' Representative to the BCAA Board; Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor, and David Jones, of Delta Airport Consultants.

REGULAR MEETING

Approval of Agenda

- A. Ben Stapelfeld made a motion to approve the agenda for the August 8, 2016, Regular Meeting. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Minutes

- A. Herbert Bolger made a motion to approve the minutes from the July 11, 2016, Regular Meeting. Ben Stapelfeld, Jr. 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 – August 8, 2016.")
- B. 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 presented a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – July 2016 – Updated August 5, 2016")
- B. Mike Ritchey 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** – David Jones discussed the upcoming T-Hangar project.
- B. **Finance Committee** – Ben Stapelfeld, Jr., 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** – Our new maintenance employee, Del Hoover, is doing well and is scheduled for ARFF training the last week of September.
- E. **Communications** – Nothing to report.
- F. 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. No Comments.

Old Business

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

New Business

- A. Mike Ritchey made a motion to approve a lease agreement with Barbush Rentals, Inc. to operate an Avis Car Rental Service at AOO, to terminate the existing lease with AOO Kitty Hawk for that service when the new lease is executed, and to authorize Authority officers, employees, and agents to execute all documents necessary to complete the transactions. 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 an amendment to the AOO Kitty Hawk Restaurant lease allowing closure of the restaurant on Mondays, requiring service beginning at 8:00 AM on the remaining days of operation, and to authorize Authority officers, employees, and agents to execute all documents necessary to complete the transaction. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Mike Ritchey made a motion authorize assignment of the Sun Air Express terminal lease to Southern Airways Express, and to authorize Authority officers, employees, and agents to execute all documents necessary to complete the transaction. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Herbert Bolger made a motion to approve payment of invoices for Airport Operations from the General Fund in the amount of \$37,082.38, \$10,884.16 of which was paid prior to the meeting; from the State Project Account in the amount of \$4,109.10; and from the Local Project Account in the amount of \$4,109.10. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- E. Mike Ritchey made a motion to authorize Authority Solicitor, David Pertile, to file a complaint against Gus R. Lesnevich, Inc., for unpaid rent in the amount of \$24,300.48, and to authorize Airport Manager, Tracy Plessinger, to sign said complaint. Ben Stapelfeld, Jr. seconded the motion. An opportunity was given for public comment on this non-agenda motion. No public comment was given. A vote was taken. All board members present voted Aye. Motion passed.

General Public Comment

- A. None.

Adjournment/Executive Session

- A. Herbert Bolger made a motion to adjourn the meeting. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. The September regular meeting of the BCAA will be held on September 12, 2016, in the Blair County Airport Authority Offices at 6:00PM.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, September 12, 2016.

Mike Ritchey, Secretary, BCAA