

BLAIR COUNTY AIRPORT AUTHORITY
REGULAR MEETING
FEBRUARY 13, 2017

Gary Orner called the Regular Meeting of the Blair County Airport Authority to order at 6:00 PM. The meeting was held in offices of the Blair County Airport Authority 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 Thomas Hite, Gary Orner, Mike Ritchey, Seth Smith, Ben Stapelfeld, Jr., and Drew Swope. 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.

Approval of Agenda

- A. Thomas Hite made a motion to approve the agenda for the February 13, 2017, Regular Meeting. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Minutes

- A. Ben Stapelfeld, Jr. made a motion to approve the minutes from the January 9, 2017, Reorganization and Regular Meetings. 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. (Details contained in written "Manager's Report – February 13, 2017.")
- B. Thomas Hite 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. David Jones provided a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – January 2017 – Updated February 8, 2016")
- B. Thomas Hite 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. The committee is considering possibilities for a future tenant for the PSP Hangar, and the possibility of adding a small corporate hangar to the T-Hangar construction.
- 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, will be continuing to work to bring the Wings of Freedom tour to AOO again this year.
- D. **Personnel Committee** – Nothing to report.
- E. **Communications** – Nothing to report.
- F. Mike Ritchey made a motion to approve the board committee reports. Ben Stapelfeld, Jr. 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 a proposed lease with Blair County for offices for MDJ Ormsby. The lease includes the following space in the main airport terminal building; office space on the second floor, storage space on the first floor, and holding cells in the basement, as detailed in Lease Exhibit A. The BCAA is responsible for renovations to said spaces as detailed in Lease Exhibit B. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Mike Ritchey made a motion to approve contracts with Delta Airport Consultants for design and construction administration/management of the T-Hangar, Corporate Hangar, and Office Building projects contingent upon review and approval by the Manager and Solicitor. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Ben Stapelfeld, Jr. made a motion to approve payment of funds from the General Fund Account for airport operations in the amount \$46,713.82, \$16,614.35 of which was paid before the meeting. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

General Public Comment

- A. There was no general public comment.

Adjournment

- A. Thomas Hite made a motion to adjourn the meeting. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Next regular meeting will be held on Monday, March 13, 2017, at 6:00 PM, in the BCAA Offices.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, March 13, 2017.

Mike Ritchey, Secretary, BCAA