

**BLAIR COUNTY AIRPORT AUTHORITY**  
**REGULAR MEETING**  
**APRIL 10, 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 Herbert Bolger, Thomas Hite, Gary Orner, Mike Ritchey, Seth Smith, 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, of Delta Airport Consultants, and Kay Stephens, of the Altoona Mirror.

**Executive Session**

- A. Board Chairman, Gary Orner, announced that an Executive Session of the BCAA was held on Friday, March 29, 2017, for the purpose of considering the lease of real property up to the time an option to purchase or lease the real property is obtained 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.

**Approval of Agenda**

- A. Tom Hite made a motion to approve the agenda for the April 10, 2017, Regular Meeting. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

**Approval of Minutes**

- A. Seth Smith made a motion to approve the minutes from the March 13, 2017, Regular Meeting. Drew Swope seconded the motion. All board members present voted Aye. Motion passed.

**Visitors**

- A. Mark Cestari, Southern Airways Express

**Manager's Report**

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – April 10, 2017.")
- B. Herb Bolger made a motion to approve the Manager's Report. Tom Hite 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 – March 2017 – Updated April 5, 2017")
- B. Drew Swope made a motion to approve the Engineer's Report. Tom Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

### **Board Committee Reports**

- A. **Property Committee** – Items relating to the new construction projects were discussed in the Manager and Engineer Reports. Property items related to leases will be discussed in executive session.
- B. **Finance Committee** – Seth Smith, Committee Chair, presented financial statements for the month. P&L position will become more clear in the next few months. A motion is included on the agenda for approval of disbursements for the month.
- C. **Marketing Committee** – A planning meeting for Wings of Freedom event will be held on Thursday evening.
- D. **Personnel Committee** – Nothing to report.
- E. **Communications** – Nothing to report.
- F. Herb 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 Stevens, of the Altoona Mirror, asked if the Authority was happy with Southern Airways new schedule that had been presented by Mark Cestari.

### **Old Business**

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

### **New Business**

- A. Seth Smith made a motion to approve payment of funds from the General Fund Account for airport operations in the amount \$27,208.81, \$11,416.89 of which was paid before the meeting; and from the PFC Account in the amount of \$7,264.00, which was paid before the meeting. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

### **Adjournment**

- A. Herbert Bolger made a motion to adjourn the meeting. Tom Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Next regular meeting will be held on Monday, May 8, 2017, at 6:00 PM, in the BCAA Offices.

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Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, May 8, 2017.

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Mike Ritchey, Secretary, BCAA