

BLAIR COUNTY AIRPORT AUTHORITY

REGULAR MEETING

OCTOBER 9, 2017

Gary Orner, Chairman, 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, Ben Stapelfeld, and Drew Swope. Also present were Ted Beam, Blair County Commissioners' Representative to the BCAA; Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; and David Jones, of Delta Airport Consultants.

Approval of Agenda

- A. Tom Hite made a motion to approve the agenda for the October 9, 2017, 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 September 11, 2017, Regular Meeting. Ben Stapelfeld seconded the motion. All board members present voted Aye. Motion passed.

Visitors

- A. Mark Cestari, of Southern Airways, addressed the board, and answered questions, regarding Southern Airways operations and marketing.

Manager's Report

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – October 9, 2017.") Tom Hite made a motion of approve the Manager's Report. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Engineer's Report

- A. Dave Jones provided a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – September 2017 – Updated October 6, 2017") Drew Swope made a motion to approve the Engineer's Report. Mike Ritchey 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. A lease has been prepared by the solicitor for a new restaurant to be located at the airport, Bold 322.
- B. **Finance Committee** – Financial statements for the month were presented. A motion is included on the agenda for approval of disbursements for the month.
- C. **Marketing Committee** – Nothing to report.

- D. **Personnel Committee** – Our new maintenance employee, Glenn Benner, has completed ARFF training at PIT.
- E. **Communications** – Nothing to report.
- F. Thomas Hite made a motion to approve the board committee reports. Ben Stapelfeld seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

New Business

- A. Drew Swope made a motion to approve a lease agreement with Bold 322, LLC, dated October 9, 2017. The lease is for airport terminal restaurant space and equipment, and will commence on January 1, 2018. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Ben Stapelfeld made a motion to authorize the Solicitor to retain Dinsmore & Shohl, LLP, to serve as bond counsel for financing of construction projects. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Mike Ritchey made a motion to approve payment of October invoices from the General Fund in the amount of \$29,368.74, \$12,871.30 of which was paid prior to the meeting.

Adjournment

- A. Tom Hite made a motion to adjourn the regular 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; and 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 or 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. Drew Swope seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Next regular meeting will be held on Monday, November 13, 2017, at 6:00 PM, in the BCAA Offices.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, November 13, 2017.

Mike Ritchey, Secretary, BCAA