

BLAIR COUNTY AIRPORT AUTHORITY
REORGANIZATION AND REGULAR MEETING

JANUARY 8, 2018

Gary Orner called the Reorganization and 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 Ben Stapelfeld. Also present were Ted Beam, Blair County Commissioners' Representative to the BCAA Board; Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; Mark Cestari, of Southern Airways; and Kay Stephens, of the Altoona Mirror. David Jones and Tim Bieber, of Delta Airport Consultants, joined the meeting by phone for the engineer's report.

REORGANIZATION MEETING

Election of Officers

- A. Thomas Hite made a motion to nominate Drew Swope as Chairman for 2018. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Seth Smith made a motion to appoint Herbert Bolger as Vice Chairman for 2018. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Thomas Hite made a motion to nominate Mike Ritchey as Secretary for 2018. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Thomas Hite made a motion to appoint Seth Smith as Treasurer for 2018. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Selection of Depository

- A. Seth Smith made a motion to appoint M&T Bank as the depository for all authority funds for 2018. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Check Signers

- A. Seth Smith made a motion to approve the BCAA Officers, and Gary Orner, as check signers for all M&T accounts. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of 2017 Meetings

- A. Herbert Bolger made a motion to hold monthly authority meetings in 2018 on the second Monday of each month, at 6:00 PM, prevailing time, in the BCAA offices at the Altoona-Blair County Airport located at 310 Airport Drive, Martinsburg, PA. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Adjournment

- A. Seth Smith made a motion to adjourn the reorganization meeting and begin the regular monthly meeting. Ben Stapelfeld Jr. seconded the motion. A vote was taken. All board members present voted aye. Motion passed.

REGULAR MEETING

Approval of Agenda

- A. Seth Smith made a motion to approve the agenda for the January 08, 2018, Regular Meeting. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Minutes

- A. Mike Ritchey made a motion to approve the minutes from the December 11, 2017 Regular Meeting. Ben Stapelfeld, Jr. seconded the motion. All board members present voted Aye. Motion passed.

Visitors

- A. Mark Cestari, of Southern Airways, reported on airline operations and marketing. Marketing scheduled for the first quarter of 2018 will begin soon. The enhanced interline agreement with American Airlines should also be in effect soon.

Manager's Report

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – January 8, 2018.")
- B. Herbert Bolger made a motion to approve the Manager's Report. Thomas Hite seconded the motion. All board members present voted Aye. Motion passed.

Engineer's Report

- A. David Jones and Tim Bieber provided a report from Delta Airport Consultants by phone. (Detail contained in written "Project Status Report – December 2017 – Updated January 3, 2018")
- B. Thomas Hite made a motion to approve the Engineer's Report. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Board Committee Reports

- A. **Property Committee** – Property items were included in Manager's and Engineer's Reports.
- B. **Finance Committee** – Financial Statements for December, and year end, will be E-mailed to board members later in the month.
- C. **Marketing Committee** – Nothing to report.
- D. **Personnel Committee** – Nothing to report
- E. 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. Kay Stephens, of the Altoona Mirror, asked the reasons for the reduced flight completion rates for Southern Airways. The manager responded that it is a combination of a pilot shortage and winter weather.
- B. Kay Stephens, of the Altoona Mirror, asked for further explanation of the new policy for advertising committee meetings, which had been presented by Atty. Pertile during the reorganization meeting. All committee meetings, except those dealing with subjects specifically exempted by the Sunshine Act, will be advertised as public meetings. As such, all BCAA Board Members will be invited to attend the committee meetings, even if their attendance creates a quorum of the full BCAA Board.

Old Business

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

New Business

- A. Ben Stapelfeld, Jr., made a motion to approve a lease agreement with Stuckey Ford for storage of truck chassis on airport property. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Thomas Hite made a motion to approve payment of funds from the General Fund Account for airport operations in the amount \$24,538.58, \$9,836.09 of which was paid before the meeting. Herbert Bolger 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. Seth Smith 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. Next regular meeting will be held on Monday, February 12, 2018, at 6:00 PM, in the BCAA Offices.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, February 12, 2018.

Mike Ritchey, Secretary, BCAA