

BLAIR COUNTY AIRPORT AUTHORITY
REGULAR MEETING
FEBRUARY 12, 2018

Drew Swope, 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 Gary Orner, Mike Ritchey, Seth Smith, and Drew Swope. Also present were Ted Beam, Blair County Commissioners' Representative to the BCAA; Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; David Jones and Tim Bieber, of Delta Airport Consultants; Kay Stephens, of the Altoona Mirror; and Mark Cestari, of Southern Airways.

Approval of Agenda

- A. Mike Ritchey made a motion to approve the agenda for the February 12, 2018, Regular Meeting. Gary Orner 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 January 8, 2018, Reorganization and Regular Meetings. Gary Orner seconded the motion. All board members present voted Aye. Motion passed.

Visitors

- A. Mark Cestari, of Southern Airways, addressed the board, reporting on, and answering 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 – February 12, 2018.") Mike Ritchey made a motion of approve the Manager's Report. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Engineer's Report

- A. Dave Jones and Tim Bieber provided a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – January 2018 – Updated February 6, 2018") Gary Orner 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.
- B. **Finance Committee** – Financial statements for the month were presented. Motions are included on the agenda for approval of disbursements for the month.
- C. **Marketing Committee** – Nothing to report.
- D. **Personnel Committee** – Nothing to report.
- E. **Communications** – Nothing to report.

- F. Gary Orner made a motion to approve the board committee reports. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

New Business

- A. Seth Smith made a motion to approve a Resolution increasing the existing M&T \$100,000 Line of Credit to \$300,000 and to authorize BCAA officers and employees to execute all necessary documents related to the increase. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Seth Smith made a motion to approve payment of February invoices from the General Fund in the amount of \$30,230.87, \$11,049.81 of which was paid prior to the meeting; \$138,259.75 from the State Project Account; and \$138,259.75 from the Local Project Account. Gary Orner 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 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. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. The next regular meeting will be held on Monday, March 12, time to be determined, in the BCAA Offices.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, March 12, 2018.

Mike Ritchey, Secretary, BCAA