

**BLAIR COUNTY AIRPORT AUTHORITY**  
**REGULAR MEETING**  
**MARCH 12, 2018**

Drew Swope, Chairman, called the Regular Meeting of the Blair County Airport Authority to order at 5:00 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, Mike Ritchey, Ben Stapelfeld, Jr., and Drew Swope. Also present were Ted Beam, Blair County Commissioners' Representative to the BCAA; Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; Mark Cestari and Ryan Dach of Southern Airways; and Kay Stephens of the Altoona Mirror. Gary Orner arrived at 5:16 PM.

**Approval of Agenda**

- A. Thomas Hite made a motion to approve the agenda for the March 12, 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 February 12, 2018, Regular Meeting. Thomas Hite seconded the motion. All board members present voted Aye. Motion passed.

**Visitors**

- A. Mark Cestari and Ryan Dach, of Southern Airways, addressed the board, reporting on, and answering questions, regarding Southern Airways operations and marketing. Items covered included Interline Agreement with American Airlines and PIT Connector and Capital Connector Marketing.

**Manager's Report**

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – March 12, 2018.") Mike Ritchey made a motion of approve the Manager's Report. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed. Gary Orner arrived and was present for this vote.

**Engineer's Report**

- A. Dave Jones and Tim Bieber provided a report by phone from Delta Airport Consultants. (Detail contained in written "Project Status Report – February 2018 – Updated March 9, 2018") Gary Orner made a motion to approve the Engineer's Report. Thomas 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.
- B. **Finance Committee** – Financial statements for the month were presented. Motions were 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. Thomas Hite made a motion to approve the board committee reports. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

**New Business**

- A. Mike Ritchey made a motion to approve payment of March invoices from the General Fund in the amount of \$26,291.44, \$9,950.37 of which was paid prior to the meeting; \$1,740.25 from the State Project Account; and \$1,740.25 from the Local Project Account. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

**Adjournment**

- A. Gary Orner 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. 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, April 9, at 6:00 PM in the BCAA Offices.

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Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, April 9, 2018.

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Mike Ritchey, Secretary, BCAA