

BLAIR COUNTY AIRPORT AUTHORITY

REGULAR MEETING

JUNE 11, 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 Herbert Bolger, Thomas Hite, Gary Orner, 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; Dave Jones, of Delta Airport Consultants, Mark Cestari Southern Airways; Dave Kessler of Altoona Flight Services; and Kay Stephens of the Altoona Mirror.

Approval of Agenda

- A. Thomas Hite made a motion to approve the agenda for the June 11, 2018, Regular Meeting. Gary Orner 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 May 14, 2018, Regular Meeting. Mike Ritchey 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. Items covered included data regarding passengers, Interline Agreement, proposed schedule change, and PIT and Capitol Connector Marketing.

Manager's Report

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – June 11, 2018.") Thomas Hite 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 provided a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – May 2018 – Updated June 7, 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 were included on the agenda for approval of disbursements for the month.
- C. **Marketing Committee** – Gary Orner reported that the Wings of Freedom Tour will not be coming to the airport this year. He is working to find another group to do a military aircraft display.
- D. **Personnel Committee** – Herbert Bolger reported that the committee is recommending Nicholas Bechtel as a part-time, as needed, maintenance employee.
- E. **Communications** – Nothing to report.
- F. Herbert Bolger 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.

Public Comment on Agenda Items

- A. Kay Stephens asked about details of the new schedule and whether passengers affected by the schedule change would be contacted. Mark Cestari discussed the details of the schedule and explained that all passengers affected by the change would be proactively contacted by Southern Airways Customer Service.

New Business

- A. Tom Hite made a motion to rescind the motion approved at the May 14, 2018, meeting to approve Phase I, Design, for RW 12-30 Rehabilitation, and authorize Delta Airport Consultants to prepare a Contract Amendment Task Order (TO) and Independent Fee Estimate (IFE) for the Design Process. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Gary Orner made a motion to approve a lease with Joe Marra, d/b/a Interstellar Wellness Center, for approximately 300 sq.ft. of space in the former AFSS Building. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Gary Orner made a motion to make a recommendation to the US Department of Transportation to select Southern Airways' six flight per day proposal for EAS service at AOO for October 1, 2018, through September 30, 2020. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Herbert Bolger, Jr. made a motion to request that the US Department of Transportation allow the current schedule for Southern Airways to be changed to three flights/day to PIT and one flight/day to BWI with no additional subsidy payment. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- E. Thomas Hite made a motion to hire Nicholas Bechtel for a part-time, as needed, maintenance position at a starting wage of \$10.00/hour, effective June 12, 2018. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- F. Mike Ritchey made a motion to approve payment of June invoices from the General Fund in the amount of \$29,871.98, \$13,711.84 of which was paid prior to the meeting. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

General Public Comment

- A. There was no further public comment.

Adjournment

- A. Mike Ritchey made a motion to adjourn the regular meeting. Ben Stapelfeld, Jr. 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, July 9, at 6:00 PM in the BCAA Offices.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, July 9, 2018.

Mike Ritchey, Secretary, BCAA