

# BLAIR COUNTY AIRPORT AUTHORITY

## REGULAR MEETING

**JULY 9, 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, Seth Smith, and Drew Swope. Also present were Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; David Jones, Delta Airport Consultants, Mark Cestari, Southern Airways; and Kay Stephens, Altoona Mirror.

### **Approval of Agenda**

- A. Thomas Hite made a motion to approve the agenda for the July 9, 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 June 11, 2018, Regular Meeting. Thomas Hite seconded the motion. All board members present voted Aye. Motion passed.

### **Visitors**

- A. Dave Worthing, of M&T Bank, discussed the M&T line of credit that will be used to fund construction of the T-Hangar project until it is retired by the USDA loan.
- B. 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, 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 – July 9, 2018.") Thomas Hite made a motion of approve the Manager's Report. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

### **Engineer's Report**

- A. David Jones provided a report from Delta Airport Consultants. (Detail contained in written "Project Status Report – June 2018 – Updated July 6, 2018") Herbert Bolger made a motion to approve the Engineer's Report. Gary Orner 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** – Marketing efforts of SAE were reported by the manger and Mark Cestari.
- 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.

## **Public Comment on Agenda Items**

- A. None.

## **New Business**

- A. Gary Orner made a motion to approve Resolution #07-09-2018-01, approving interim financing with M&T Bank for the T-Hangar construction project in an amount not to exceed \$2,000,000, and to authorize BCAA officers and employees to execute all necessary documents related to the transaction. Thomas Hite seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Drew Swope made a motion to approve application for USDA financing for the T-Hangar project in the form of a 37-year term loan, with the initial two years interest only payments. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Herbert Bolger made a motion to approve an increase in our M&T line of credit to \$325,000, and to authorize BCAA offices and employees to execute all necessary documents related to the transaction. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Seth Smith made a motion to approve payment of July invoices from the General Fund in the amount of \$43,864.42, \$9,243.85 of which was paid prior to the meeting. Mike Ritchey 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. Herbert Bolger made a motion to adjourn the regular meeting. Thomas Hite 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, August 13, at 6:00 PM in the BCAA Offices.

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Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, August 13, 2018.

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Mike Ritchey, Secretary, BCAA