

BLAIR COUNTY AIRPORT AUTHORITY

REGULAR MEETING

OCTOBER 8, 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 Board, Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; Mark Cestari, Southern Airways.

Approval of Agenda

- A. Thomas Hite made a motion to approve the agenda for the October 8, 2018, Regular Meeting. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Minutes

- A. Ben Stapelfeld, Jr. made a motion to approve the minutes from the September 10, 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, 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 – October 8, 2018.") Thomas Hite made a motion of approve the Manager's Report. Herbert Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Engineer's Report

- A. A written report from Delta Airport Consultants was presented. (Detail contained in written "Project Status Report – September 2018 – Updated October 5, 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** – Eric George and Nick Bechtel have completed ARFF Training.
- 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. Mike Ritchey made a motion to approve Resolution #10-08-2018-01, approving terms for USDA financing and repayment of same, and to authorize authority officers and employees to take all necessary actions to execute the conditions of the resolution. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Herbert Bolger made a motion to approve a lease agreement with Stuckey Ford, as presented, and to authorize authority officers and employees to take all actions necessary to execute the lease. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Thomas Hite made a motion to approve payment of October invoices from the General Fund in the amount of \$29,607.61, \$12,773.96 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. None.

Executive Session

- A. Gary Orner made a motion 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. Thomas Hite made a motion to adjourn executive session. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Adjournment

- A. Thomas Hite 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. Gary Orner 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, October 8, 2018, at 6:00 PM in the BCAA Offices.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, November 12, 2018.

Mike Ritchey, Secretary, BCAA