

# BLAIR COUNTY AIRPORT AUTHORITY

## REGULAR MEETING

NOVEMBER 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 Herbert Bolger, 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; David Jones, Delta Airport Consultants; and Kay Stephens, Altoona Mirror. Mark Cestari, Southern Airways, joined the meeting my phone.

### Approval of Agenda

- A. Mike Ritchey made a motion to approve the agenda for the November 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. Gary Orner made a motion to approve the minutes from the October 8, 2018, Regular Meeting. Herb Bolger seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Seth Smith made a motion to approve the minutes from the October 29, 2018, Special Meeting. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

### Visitors

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

### Engineer's Report

- A. David Jones, Delta Airport Consultants, reported to the board on various items. (Detail contained in written "Project Status Report – October 2018 – Updated November 1, 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** – Nothing to report.
- D. **Personnel Committee** – The manager is recommending rehiring Del Hoover as a part-time, as-needed employee for carpentry work in the AFSS Building.
- 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.

**Public Comment on Agenda Items**

- A. Kay Stephens asked several questions about the new restaurant tenant, and the successful bidder for the construction projects.

**New Business**

- A. Seth Smith made a motion to approve Resolution #11-12-2018-01, authorizing M&T Bank Interim Financing for the completion of the T-Hangar Project. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Mike Ritchey made a motion to award the bid for T-Hangar construction to Leonard S. Fiore, pending review and approval by the BCAA Engineer and Solicitor, and to authorize BCAA officers and personnel to execute all necessary documents to implement same. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Herbert Bolger made a motion to hire Del Hoover as a part-time, as-needed employee, at a rate of \$12.50/hour. 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 November invoices from the General Fund in the amount of \$23,465.25, \$9,727.47 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. None.

**Adjournment**

- A. Gary Orner made a motion adjourn the regular meeting and enter Executive Session 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, December 10, 2018, at 6:00 PM in the BCAA Offices.

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Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, December 10, 2018.

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Mike Ritchey, Secretary, BCAA