

BLAIR COUNTY AIRPORT AUTHORITY
REORGANIZATION AND REGULAR MEETING

JANUARY 14, 2019

Drew Swope called the Reorganization and 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, Seth Smith, Ben Stapelfeld, 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, of Southern Airways; David Jones of Delta Airport Consultants; and Kay Stephens, of the Altoona Mirror.

REORGANIZATION MEETING

Election of Officers

- A. Mike Ritchey made a motion to nominate Drew Swope as Chairman for 2019. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Gary Orner made a motion to appoint Herbert Bolger as Vice Chairman for 2019. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Gary Orner made a motion to nominate Mike Ritchey as Secretary for 2019. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Mike Ritchey made a motion to appoint Seth Smith as Treasurer for 2019. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Selection of Depository

- A. Seth Smith made a motion to appoint M&T Bank as the depository for all authority funds for 2019. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Check Signers

- A. Herbert Bolger made a motion to approve the BCAA Officers, and Gary Orner, as check signers for all M&T accounts. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of 2017 Meetings

- A. Gary Orner made a motion to hold monthly authority meetings in 2019 on the second Monday of each month, at 6:00 PM, prevailing time, in the BCAA offices at the Altoona-Blair County Airport located at 310 Airport Drive, Martinsburg, PA. Seth Smith 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 reorganization meeting and begin the regular monthly meeting. Seth Smith seconded the motion. A vote was taken. All board members present voted aye. Motion passed.

REGULAR MEETING

Approval of Agenda

- A. Mike Ritchey made a motion to approve the agenda for the January 14, 2019, 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 November 12, 2018 Regular Meeting. Mike Ritchey seconded the motion. All board members present voted Aye. Motion passed.
- B. Mike Ritchey made a motion to approve the minutes from the December 27, 2018 Special Meeting. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Visitors

- A. Mark Cestari, of Southern Airways, reported on various items, including a new reservation system that is to be up and operating soon, increased enplanements and bookings, and new plan for PIT Connector marketing.

Manager's Report

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – January 14, 2019.")
- B. Gary Orner made a motion to approve the Manager's Report. Seth Smith seconded the motion. 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 – December 2018 – Updated January 7, 2019")
- B. Gary Orner made a motion to approve the Engineer's Report. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Board Committee Reports

- A. **Property Committee** – Property items were included in Manager's and Engineer's Reports.
- B. **Finance Committee** – Financial Statements for December, and year end, have been provided to board members.
- C. **Marketing Committee** – Nothing to report.
- D. **Personnel Committee** – Nothing to report
- E. Mike Ritchey made a motion to approve the board committee reports. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Floor Opened for Public Comment on Agenda Items

- A. Kay Stephens, of the Altoona Mirror, asked about plans for acquiring a liquor license for the airport restaurant. The Chairman responded that the BCAA will support efforts to have the liquor question placed on the Spring Primary Ballot in North Woodbury Township, but petitions must be circulated by registered voters in North Woodbury Township.

Old Business

- A. There was no old business for discussion or action.

New Business

- A. Gary Orner made a motion to terminate the lease agreement with Stuckey Ford for storage of truck chassis on airport property as of January 31, 2019. Seth Smith 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 agreement with Curry Supply for storage of truck chassis on airport property commencing February 1, 2019. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Herbert Bolger made a motion to accept the resignation of Diane Miller as an airport maintenance employee, effective January 3, 2019. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Mike Ritchey made a motion to authorize the BCAA Personnel Committee to hire a replacement for the vacant maintenance position created by Diane Miller's resignation. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- E. Mike Ritchey made a motion to authorize BCAA's engineer to prepare preliminary budget amounts for the Storm Water Management and Office Building projects. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- F. Gary Orner made a motion to authorize BCAA's solicitor and manager to pursue an option/sales agreement for property needed for the stormwater management project, with the purchase price not to exceed the appraised value of the property. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- G. Herbert Bolger made a motion to authorize BCAA's solicitor and manager to proceed with the steps necessary to place a question on the Spring Primary Election Ballot regarding the issuing of a liquor license to an Airport Authority in North Woodbury Township. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- H. Seth Smith made a motion to approve payment of funds for airport operations in the amount of \$24,159.21 from the General Fund Account; and \$23,743.47, from the Local Project Account.

General Public Comment

- A. There was no general public comment.

Adjournment

- A. Gary Orner made motion to adjourn the regular meeting and enter into Executive Session for the purpose of considering the purchase or 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. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Next regular meeting will be held on Monday, February 11, 2018, at 6:00 PM, in the BCAA Offices.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, March 11, 2019

Mike Ritchey, Secretary, BCAA