

BLAIR COUNTY AIRPORT AUTHORITY

REGULAR MEETING

MARCH 11, 2019

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 Gary Orner, Mike Ritchey, Seth Smith, 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.

Chairman Announcements

- A. The February 11, 2019, regular meeting was cancelled due to inclement weather.
- B. An executive session was held on Tuesday, February 19, 2019, 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.

Approval of Agenda

- A. Mike Ritchey made a motion to approve the agenda for the March 11, 2019, 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 January 14, 2019, Reorganization and Regular Meeting. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Manager's Report

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – March 11, 2019.") Gary Orner 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, Delta Airport Consultants, reported to the board on various items. (Detail contained in written "Project Status Report – February 2019 – Updated March 7, 2019.") Mike Ritchey 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. Other items were reserved for Executive Session.
- 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** – Ben Stapelfeld, Jr. reported on the possibility of the Giorgio Foundation holding a fund-raising event that the airport in 2020. Members of the foundation will give a presentation at a future BCAA meeting.
- D. **Personnel Committee** – Michelle Foor is recommended as a new maintenance employee.
- E. **Communications** – Nothing to report.

- F. Gary Orner made a motion to approve the board committee reports. Mike Ritchey 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 Southern's enrollment numbers for last month. The numbers have been down for the past couple months, primarily due to weather conditions.

New Business

- A. Mike Ritchey made a motion to hire Michelle Foor as a part-time maintenance employee at a starting wage of \$10.50/hour. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Seth Smith made a motion to permit S&A Homes to place a sign on airport property along Route 164 in the Edgewood Development and for the solicitor to prepare an agreement regarding same. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Mike Ritchey made a motion to approve payment of February invoices from the General Fund in the amount of \$33,994.96, all of which was paid prior to the meeting; March invoices from the General Fund in the amount of \$35,742.49, \$8,654.41 of which was paid prior to the meeting; from the Local Project Fund in the amount of \$7,500, which was paid prior to the meeting; and from the State Project Fund in the amount of \$6,250, which was paid prior to the meeting . Seth Smith 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. Seth Smith 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, April 8, at 6:00 PM in the BCAA Offices.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, April 8, 2019.

Mike Ritchey, Secretary, BCAA