

BLAIR COUNTY AIRPORT AUTHORITY

REGULAR MEETING

APRIL 8, 2019

Herb Bolger, Vice 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, Seth Smith, and Ben Stapelfeld, Jr. Drew Swope participated by phone. 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.

Approval of Agenda

- A. Seth Smith made a motion to approve the agenda for the April 8, 2019, Regular Meeting. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Approval of Minutes

- A. Seth Smith made a motion to approve the minutes from the March 11, 2019, Regular Meeting. Ben Stapelfeld, Jr. 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 – April 9, 2019.") Ben Stapelfeld, Jr. 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 – March 2019 – Updated April 3, 2019.") Seth Smith made a motion to approve the Engineer's Report. Ben Stapelfeld, Jr. 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 will be provided to the board later this week. A motion is included on the agenda to authorize the Manager to pay April invoices.
- C. **Marketing Committee** – Nothing to report.
- D. **Personnel Committee** – Robert Harper, Maintenance Employee, has retired.
- E. **Communications** – Nothing to report.
- F. Ben Stapelfeld, Jr. 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 about the possibility of switching the BWI flight to PIT, which had been discussed in Mark Cestari's report. At this point, the board is talking the possibility under advisement, but no decision has been made.

- B. Kay Stephens asked what date La Fiesta had opened. The restaurant had a soft opening on Wednesday, April 3.

New Business

- A. Seth Smith made a motion to approve a contract with Stiffler-McGraw in the amount of \$3,054.20 to perform PADEP required testing and reporting to maintain our NPDES Permit. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Seth Smith made a motion to authorize the Manager to pay all April Invoices. A list of invoices will be presented for approval at next month's meeting. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

General Public Comment

- A. None.

Adjournment

- A. Ben Stapelfeld, Jr. 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, May 13, at 6:00 PM in the BCAA Offices.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, May 13, 2019.

Mike Ritchey, Secretary, BCAA