

BLAIR COUNTY AIRPORT AUTHORITY

REGULAR MEETING

MAY 13, 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, Gary Orner, Mike Ritchey, and Ben Stapelfeld, Jr. 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. Gary Orner made a motion to approve the agenda for the May 13, 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. Mike Ritchey made a motion to approve the minutes from the April 8, 2019, Regular Meeting. Gary Orner 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 liquor license question on the Spring primary ballot.

New Business

- A. Mike Ritchey made a motion to approve an option for a two-year lease extension with GSA for TSA space in the terminal. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Mike Ritchey made a motion to approve the Giorgio Foundation's request to use airport facilities for a 5K run, fund-raising event on September 19, 2020, and to authorize BCAA officers and employees to take all measures necessary to gain approval, and plan, for the event. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- C. Mike Ritchey made a motion to accept the resignation of Eric George as a full-time maintenance employee. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- D. Mike Ritchey made a motion to accept the resignation of Michelle Foor as a part-time maintenance employee. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- E. Mike Ritchey made a motion to hire Cindy Hamm as a part-time maintenance employee, effective April 23, 2019 at a starting wage of \$10.00/hour, with an increase to \$10.50/hour after 90 days. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- F. Mike Ritchey made a motion to hire Apryl Cherry as a part-time, as-needed maintenance employee, effective May 7, 2019, with a starting wage of \$10.00/hour, with an increase to \$10.50/hour after 90 days. Gary Orner seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

- G. Gary Orner made a motion to approve payment of May invoices from the General Fund totaling \$20,966.09, \$4,956.51 of which was paid prior to the meeting; from the Local Project Fund totaling \$13,464.46; and from the State Project Fund totaling \$13,464.46. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

Gary Orner exited the meeting at this point.

Visitors

- A. Ben Stapelfeld, Sr. addressed the board on behalf of the Giorgio Foundation. Mr. Stapelfeld presented the possibility of the Giorgio Foundation holding a 5K run on the airport to raise fund for the Giorgio Foundation. Part of the proceeds would also be donated to the airport for use of our facilities. The event is tentatively scheduled for September 19, 2020. It is the Giorgio Foundation's hope that this will become an annual event.
- B. Mark Cestari, Southern Airways Express, presented information regarding the operations and marketing for Southern Airways.

Manager's Report

- A. Tracy Plessinger, BCAA Manager, reported to the board on various items. (Details contained in written "Manager's Report – May 13, 2019.")

Engineer's Report

- A. David Jones, Delta Airport Consultants, reported to the board on various items. (Detail contained in written "Project Status Report – April 2019 – Updated May 3, 2019.")

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 have been provided.
- C. **Marketing Committee** – Nothing to report.
- D. **Personnel Committee** – Resignations and hirings as noted on the Manager's Report.
- E. **Communications** – Nothing to report.

General Public Comment

- A. Kay Stephens asked several questions about the proposed Giorgio Foundation event.

Adjournment

- A. The meeting was adjourned by Vice Chairman, Herbert Bolger at 7:12 PM.

Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, June 10, 2019.

Mike Ritchey, Secretary, BCAA