

# BLAIR COUNTY AIRPORT AUTHORITY

## REGULAR MEETING

SEPTEMBER 9, 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 Herbert Bolger, Thomas Hite, Gary Orner, Mike Ritchey, Seth Smith, Ben Stapelfeld, Jr., and Drew Swope. Also present were Ted Beam, Blair County Commissioners' Representative to the Board; Tracy Plessinger, BCAA Manager; David Pertile, BCAA Solicitor; and David Jones, Delta Airport Consultants.

### Approval of Agenda

- A. Tom Hite made a motion to approve the agenda for the September 9, 2019, Regular Meeting. Seth Smith seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

### Approval of Minutes

- A. Herbert Bolger made a motion to approve the minutes from the August 15, 2019, Regular Meeting. Seth Smith 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 – September 9, 2019.") Mike Ritchey 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 – Updated September 9, 2019.") Herbert Bolger 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.
- B. **Finance Committee** – Financial statements for the month were distributed. A motion is included on the agenda to pay September Invoices.
- C. **Marketing Committee** – Nothing to report.
- D. **Personnel Committee** – Nothing to report.
- E. **Communications** – Nothing to report.
- F. Herb Bolger 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.

### Public Comment on Agenda Items

- A. None.

### Old Business.

- A. None.

**New Business**

- A. Mike Ritchey made a motion to approve a sales agreement with Seranus Martin for purchase and removal of house located at 3015 Cove Mountain Road, Martinsburg, PA, and to authorize BCAA Officers, Manager, and Solicitor to sign all documents, and take all actions necessary, to execute same. Mike Ritchey seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.
- B. Seth Smith made a motion to approve payment of September invoices from the General Fund in the amount of \$21,143.71, \$9,895.63 of which was paid prior to the meeting; and from the State Project Fund Account totaling \$130,179.14. 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. Gary Orner made a motion to adjourn the meeting. Ben Stapelfeld, Jr. seconded the motion. A vote was taken. All board members present voted Aye. Motion passed.

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Tracy A. Plessinger, Manager, BCAA

Approved by BCAA Board, October 14, 2019.

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Mike Ritchey, Secretary, BCAA