

Yates County Airport Council Minutes



Wednesday January 25, 2023 7:30 AM EST

NEXT MEETING Wednesday February 22, 2023 7:30 AM

Held at Seneca Flight Operations, Penn Yan Airport

CALL TO ORDER: 7:33 am by DM

PRESENT: Doug Marchionda (Flying Club), Rich Leppert (Seneca Flight), Bill Middlebrook (Penn Yan Aero), Tim Dennis (At Large), Paul Middlebrook (Council Advisor), Dick Harper (Yates County Legislature), Allison Lia (Passero) by phone for Passero report only.

GUESTS: Patrick Hludzinski (C&S), John Frazee (C&S), Allison Lia (by phone for Passero report only), Howard Bozeman (AOPA network of volunteers), Jeff White (Flying Club), Brian Gruso (Flying Club).

READ & ACCEPT MINUTES OF PREVIOUS MEETING: TD / RL 2nd to accept Nov 29th, Dec 3rd and Dec 13th minutes as submitted. Accepted unanimously.

REVIEW AND ACCEPT FINANCIAL REPORT: TD / RL 2nd to accept financial report as submitted. Accepted unanimously. DM recommended that we consider a spreadsheet showing the fund account balance in conjunction with the projects we have in process or proposed.

CORRESPONDENCE & COMMUNICATIONS

1. Discussion on Hershey Conference March 6-8. Council feels this would be good for Rich Leppert to attend due to changes in FAA/DOT staffing and it would give a face to face opportunity since we have multiple large projects in the works. Council agreed to pay conference fee. Rich indicated he would cover some of the fees as well.

C&S REPORT:

1. Taxiway Extension for runways 10/28
 - a. C&S has submitted taxiway extension consultant agreements for County approval.
 - b. C&S is planning on bid opening in Spring 2024.
 - c. C&S will be soliciting for geotechnical testing and topographic surveys this spring.
 - d. Wetland jurisdictional impact monitoring will be performed by C&S in light of policy changes by the DEC. Right now there are no jurisdiction claims over wetlands delineated for the EA.
 - e. C&S presented the Gantt chart for the Taxiway Extension project.
2. 2023 NYSDOT Grant
 - a. 8 bay T hanger application has been submitted to the NYSDOT. Unknown when a decision might be made.
3. CARE emergency Funding and other Grants remaining funding and deadlines.
 - a. After discussion with Passero, we will have them submit what invoices they have and any new invoices that need to be submitted will go through C&S.
4. Progress on GPS approach for 10/28
 - a. No update at this point
5. Five Year Plan
 - a. C&S submitted an updated 5-year plan.
 - b. Project work codes and priority numbers were updated.
 - c. Gap year between design and construction was updated per NYADO guidance.

PASSERO REPORT (via email):

1. Fuel Truck Bid Award
 - a. NYS DOT approved purchasing only the Jet A fuel truck on 1/20/2023. Passero will now contact Skymark and proceed with agreement execution.
2. 2019 Awarded State Grant Update (Airport standby Generator, aircraft deice system)
 - a. Deicing truck contractor was requested to provide insurance information by Scott Falvey but the contractor has not supplied that information so a fully executed agreement is not in place but Allison indicated that the contractor has scheduled the production of the truck.
 - b. Allison to check on the delivery date of the deicing truck.

3. Terminal Apron Rehabilitation
 - a. Pre-application due 1/31/2023. Passero submitted to County on 1/19/2023.
4. Easement Acquisition
 - a. Final application is due 1/31/2023 and Passero has the final application ready but need final price to proceed.
5. Weatherization Grant:
 - a. Generator
 - i. NYSEG had been provided with County tax ID last May but felt it was incorrect so they sat on work order conversion. Dick was advised of the issue recently and cleared the problem with NYS and they have since issued work order 10300953709.
 - ii. Contractor has generator and is just waiting on gas line installation.
 - iii. Discussion on charges the contractor submitted for the pad installation. Council agrees to invoice with the understanding they are sitting on being able to move forward.
 - b. Deicing Pad
 - i. Allison indicated that if we proceed with the project with full concrete layout, it will likely be higher than the grant amount that has been approved.
 - ii. Two options were proposed which both eliminate the size of the concrete. Pad size would be the same but areas outside of the concrete would be asphalt. It is anticipated that the smallest concrete option will be under the grant funding level.
 - iii. Allison indicated that all 3 options will be included in the bid documents.
 - iv. Plans and specifications will be emailed by 1/27/2023.
 - v. Passero is planning on advertising 2/20/23 with bid opening 3/21 but dates are flexible.

SENECA FBO REPORT:

1. Fence Clearing / cutting / general condition:
 - a. County has been doing some work on the north side of the airport on Wallace property.
2. Revenue, occupancy and condition of T hangars
 - a. We are still full.
3. Open house for Legislature

OLD BUSINESS (ALL):

1. Mitchell Hangar adjustment
 - a. Final numbers need to be sent to Scott and Leslie
2. Electric charging station proposal from Beta Technologies
 - a. Beta seems to be still interested but waiting on NYSEG.
3. Solar Home Project Fence clearing
 - a. As mentioned above, County has been doing work but is not complete yet. Weather dependent project.
 - b. Dick is working with Ryan Wallace to see if a permanent easement might be possible.
4. Emergency training
 - a. Rich reached out to Brian Winslow but had not received any response.

NEW BUSINESS:

1. Automatic Gate to Helipad
 - a. Underground issue has been determined to be the cause
 - b. Temporary above ground repair has been made to get gate operational.
 - c. Will be looking for contractors to implement repairs.
2. December 23 weather and decision to close the airport.
 - a. Discussion on incident with airport closure on Dec 23rd due to high wind gusts of 70 mph.
3. Safety concerns from Flying Club
 - a. Jeff White, rep for the Flying Club and Flight Safety Board addressed safety concerns they have with the Airport Council
 - i. Inbound traffic with no radio communication
 - ii. Mistakes with radio communications
 - iii. Landing against flow with no radio communication
 - iv. Unsafe actions set bad examples only go against what the Flying Club is trying to teach new members.
 - v. Flying Club recommends setting up a group to address these issues.
 - b. Airport Council will look at setting up a committee to address onsite operations.

4. Flying Club 3rd party issue
 - a. The Flying Club wanted to make the Airport Council aware of a 3rd party issue that occurred with an individual located outside of and well south of Yates County. Individual sees planes flying over his house and wants them to stop doing so.

ANY COMMITTEE / OPERATIONAL REPORTS:

1. Verification – Airport Emergency Contact list is accurate:
 - a. No revisions noted.
2. Equipment and Facilities Committee: update on equipment condition, needs and necessary maintenance around the Airport property:
 - a. As mentioned above, deicing truck, deicing pad, fuel truck, terminal apron rehab and T hanger projects are in the works.
3. Marketing Committee:
 - a. No additional items

ADJOURNMENT: 9:50 am RL / DH 2nd.

Submitted by: Richard Harper, 2/19/2023