

Yates County Airport Council Minutes



Wednesday March 29, 2023

Held at Seneca Flight Operations, Penn Yan Airport

CALL TO ORDER: 9:37 am by DM

PRESENT: Doug Marchionda (Flying Club), Rich Leppert (Seneca Flight), Bill Middlebrook (Penn Yan Aero), Tim Dennis (At Large), Leslie Church (Chair of Legislature), Dick Harper (Yates County Legislature), Taylor Fitch (Marketing)

GUESTS: Patrick Hludzinski (C&S), John Frazee (C&S), Howard Bozeman (AOPA network of volunteers), John Clark (Seneca)

READ & ACCEPT MINUTES OF PREVIOUS MEETING: RL motioned to accept / BM 2nd. Accepted

REVIEW AND ACCEPT FINANCIAL REPORT: TD motioned to accept / RL 2nd. Accepted

CORRESPONDENCE & COMMUNICATIONS: Nothing additional that will not be covered later in the agenda.

C&S REPORT:

1. Taxiway Extension for runways 10/28
 - C&S has been working on obtaining quotes for the project topographic survey which may be completed in the spring.
 - C&S to begin working on construction safety and phasing plan.
 - Project will require shut down of runways 1-19 and 10-28 during some phases of construction
 - C&S would like input on any known underground obstructions or utilities. JC noted underground storm drain at end of 10-28 but may not impact this project.
 - Pat estimates 1.5 – 2 days for borings. Notam should be issued around a week before work date.
 - Dick will send Pat bid doc wordage used by Passero
2. 2023 NYSDOT Grant
 - No update offered by NYS DOT at this point
3. CARE emergency Funding and other Grants remaining funding and deadlines.
 - Cares has \$19,593.87 remaining. Pat noted that this can be used for gate repair.
 - CCRSA has \$23,000 remaining. We need to identify use before grant goes away.
 - ARPA is showing 745.57 over grant amount.
4. Progress on GPS approach for 10/28
5. Five Year Plan
 - no changes from last month.
6. Upcoming Actions:
 - CATEx for runway 10-28 Rehab design is due 6/30/2023

PASSERO REPORT (via email):

1. Fuel Truck Bid Award
 - Skymark has executed an agreement and is working on worker's comp and disability insurance exemption. John questioned if they needed it though as they will be providing training.
2. Deice Truck Award
 - Fully executed agreement returned to GSS 3/21/2023
 - GSS is indicating truck should be ready early May
3. Airport easements
 - Recommending County Attorney work on completing easement with landowner with note pending FAA grand
4. 2019 Awarded State Grant Update (Airport standby Generator, aircraft deice system)
 - Generator has been set but awaiting gas hookup and start up schedule.
 - Passero is working with the County on bid document posting. DOT approved bid docs on 3/20/23.
5. All other Passero managed projects
 - Draft bid documents are generated. Working with County on advertisement and bid opening dates.

SENECA FBO REPORT:

1. Fence Clearing / cutting / general condition.
 - It is recommended that we discontinue the baling of airport fields and move to mowing instead.
 - Mowing keeps wildlife down and in turn hawks.
 - Removes issues with bales being left in fields.
 - FOD should also be decreased
 - John and Rich will address the field by the beacon.
 - John is requesting a dump truck of topsoil
 - It was recommended to see if the County has fill available and if not, contact RK Hulls in Dundee.
2. Revenue, occupancy, and condition of T hangars
 - T hangers are full
3. Open house for Legislature

OLD BUSINESS (ALL):

1. Electric charging station proposal from Beta Technologies
 - no update at this point and still waiting on NYSEG
2. Solar Home Project – Fence clearing on property.
 - County still working on fence clearing
3. Emergency training
 - Set for April 22nd.
4. Automatic gate at Helipad repair
 - temporary fix is in place

NEW BUSINESS:

1. Safety Management System and Safety Committee
 - \$800 per month is the cost for the SMS.
 - Rich indicated this would impact insurance rates but not clear what that impact is at this point.
 - Rich will be setting up an Airport Safety Committee and they will be charged with reviewing SMS.
2. Quotes for replacement / addition of automatic Gate Controllers
 - \$9,300 quoted for fixing one gate. Probably need to do 2 more.
 - Council agreed we need to fix the one gate currently and should work the other two gates into the 5 year plan
3. Quote for re striping of 10/28
 - \$32,138 quoted for restriping. Rich L will discuss with Doug Rapalee to see if County truck could be used for paint as reflective beads are added afterwards.
4. Boardband use of lot by Bath Road.
 - Dick mentioned that the County Broadband project would like to use the corner by Bath road. Council had no objections.

ANY COMMITTEE / OPERATIONAL REPORTS:

1. Verification – Airport Emergency Contact list is accurate: **ALL**
2. Equipment and Facilities Committee: update on equipment condition, needs and necessary maintenance around the Airport property: **PAUL, RICH**
3. Marketing Committee: **TAYLOR**

ADJOURNMENT: 9:23 am BM motion / DM 2nd

Submitted by: Richard Harper, 4/24/2023