

Yates County Airport Council Minutes



Wednesday May 31, 2023 7:30 AM EST

Held at Seneca Flight Operations, Penn Yan Airport

CALL TO ORDER: 7:38 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 – by phone), Taylor Fitch (Marketing)

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

READ & ACCEPT MINUTES OF PREVIOUS MEETING: Minutes sent previous week by DH but several Committee members advised they had not received. RL advised he received and he agreed to email to other members immediately following meeting and any changes can be recorded at June 28, 2023 Meeting. DM motioned to accept with RL 2nd. Accepted unanimously.

REVIEW AND ACCEPT FINANCIAL REPORT: Report reviewed. TD has a question about utility cost above budget on report for County Hangar. RL advised those costs paid by tenant (Precision Aviation) and not county. DH to review financials and report at next meeting. TD motioned/ RL 2nd to accept. Accepted unanimously.

CORRESPONDENCE & COMMUNICATIONS: Nothing additional not covered below.

C&S REPORT:

1. Taxiway Extension for runways 10/28
 - Surveyor will be at the Airport Friday 6/2/2023 to complete the survey
 - Based on current data, having the taxiway intercept runway 10-28 100' from the end looks promising. Final confirmation after receiving final survey results being conducted 6/2/2023
 - Wetland area should not be an issue. C&S waiting for final determination from an Environmental Scientist to confirm
 - PM advised caution using Cessna Skylane as the model for required wingspan for the taxiway. PH and JF advised object free area will be 49.5' which will accommodate a 60' wingspan. Committee concluded 60' is sufficient. To confirm, PH will superimpose several different aircraft on the plans for the next meeting to demonstrate.
2. NYS DOT Grant – No timetable offered by NYS DOT for evaluation of Grant request from January 2023. RL noted NYS DOT is pushing to increase the highest grant award amount from \$2.5MM to \$5MM
3. CARES and other Grant funding – C&S has submitted all paperwork for CARES funding for security cameras (\$9965 rejected earlier – speculate they thought it was a duplication and not a separate invoice), C&S requires proof of payment for 1st Quarter utilities from County to Seneca to apply for other grants. If county documents clearing work completed on land adjacent to North side of airport it can be submitted as well.
4. C&S is requesting a separate meeting (approximately 2 hours in length) to be held within the next 45 days to review the 5 year plan. C&S will need feedback on possible projects so they can review eligibility as well as timing requirements. Projects suggested at meeting included:
 - Mowing equipment
 - Airport fencing and gates
 - Pavement markings

Meeting date and time to be set soonest.

5. CATEX needed for runway 10-28 rehab design by 06/30/2023. Suggested pavement outside 10-28 be included in separate projects due to questionable eligibility. Pavement area near hangar at end of 28 discussed.

PASSERO REPORT (via email):

1. Fuel Truck Bid Award
 - Contract fully executed as of 05/23/2023. Awaiting build schedule from Skymark
2. Deice Truck Award
 - Truck being shipped early June. Seneca to work out training schedule for later in year closer to time when equipment will be used
3. Airport easements-
 - Awaiting grants, no announcement yet
4. Re-bidding of deice fluid application and retaining area – Looked into rebid allowing option of concrete or fiberglass tank. Passero asked for approval to proceed – Committee advised approval has been granted previously. RL to inform Passero approval granted previously and to proceed soonest. C&S advised posting the bid opportunity on Contract Reporter is best practice and demonstrates due diligence by the County in case only one contractor bids on the project.
5. Ramp resurfacing project – Awaiting grant
6. Airport Lighting standby Generator – Passero reaching out to Schuler-Haas each week for update – no word on final completion date at this time
7. No other updates

SENECA FBO REPORT:

1. Fence Clearing/ cutting/ general condition.
 - Spraying completed will do follow up later in the season
2. Revenue, occupancy and condition of T hangars
 - T hangars are full
3. Open house for Legislature

OLD BUSINESS (ALL):

1. Electric charging station proposal from Beta Technologies
 - Still pending NYSEG providing adequate power. BM and RL noted frequent losses of power on airport
2. Solar Home Project land
 - Land for sale.
3. Helipad gate plan (wiring issues)
 - JC advised he hopes minimal destruction of pavement area necessary to affect repairs
4. Replacement of Gate controllers – To be included in 5 year plan meeting
5. Re-stripping of 10/28 – Since GPS approach is not available or possible at this time, looking at repainting selected pavement markings.

NEW BUSINESS:

1. 2023 Airport Registration – Committee gave approval for RL to proceed with registration with no changes to draft submitted via email in May 2023. DH confirmed approval by County as Seneca Flight has completed every Airport Registration in the past
2. Set up meeting to review 10/28 taxiway extension – tabled until next meeting
3. Address storage considerations for Sheriff's Department equipment – tabled until next meeting
4. Safety Committee procedure forward – Recommendations submitted by RL – tabled until next meeting

5. Seneca / Yates County Airport Agreement – expires 11/2023.

- DM asked if correspondence had been received from Seneca Flight by May 10, 2023 regarding renewal of the current Agreement as required
- RL advised Seneca sent correspondence to Scott Falvey and Chairwoman of the Legislature on 04/27/2023 as required by the Agreement. Copy of letter distributed to members of the Council.

ANY COMMITTEE / OPERATIONAL REPORTS:

1. Equipment and Facilities Committee: update on equipment condition, needs and necessary maintenance around the Airport property:
 - Nothing additional not covered above.
2. Marketing Committee:
 - Nothing additional not covered above.

ADJOURNMENT: 9:55 AM BM/RL

Submitted by: Richard Leppert, 06/01/2023