

# Yates County Airport Council Minutes

Wednesday July 26, 2023 7:30 AM EST

Held at Seneca Flight Operations, Penn Yan Airport



**CALL TO ORDER** : 7:34 am by DM

**PRESENT**: Doug Marchionda (Flying Club), Rich Leppert (Seneca Flight), Bill Middlebrook (Penn Yan Aero by phone), Tim Dennis (At Large), Paul Middlebrook (Council Advisor), Dick Harper (Yates County Legislature), Taylor Fitch (Marketing)

**GUESTS**: Patrick Hludzinski (C&S), John Frazee (C&S), John Clark (Seneca Flight), David Healy (Precision Aviation)

**READ & ACCEPT MINUTES OF PREVIOUS MEETING**: RL motioned to accept, BM 2<sup>nd</sup>. Accepted unanimously.

**REVIEW AND ACCEPT FINANCIAL REPORT** : RL motioned to accept, BM 2<sup>nd</sup>. Accepted unanimously.

## **CORRESPONDENCE & COMMUNICATIONS**

### **C&S REPORT:**

1. Taxiway Extension for runways 10/28
  - Discussion on pavement areas needed. The Airport Council agreed that stub taxiway is not needed.
  - Edge lighting is not needed.
  - No lighting is needed on taxiway.
2. 2023 NYSDOT Grant
  - Still no deadline offered by NYSDOT for Aviation Capital Grant applications
3. CARE emergency Funding and other Grants remaining funding and deadlines.
  - Second invoice for camera system is still in limbo. Still have \$18,963.87 in Cares.
  - CRRSA balance is \$14,792.76.
  - ARPA – still have a balance of \$12,468.55 as of June 22<sup>nd</sup>.
4. ACIP Five Year Plan – review of meeting held 6/16/2023.

### **PASSERO REPORT (via email):**

1. Fuel Truck Bid Award
  - ETA for truck delivery is now November
2. Airport easements-
  - grant announced 7/20/23 and agreement will be mailed shortly for County signature.
3. Re-bidding of deice application and fluid retaining area.
  - Only one bidder who was excessively high. Bid rejected.
  - Council recommends rebidding with the following options:
    - Option to go to 2500-gallon tank
    - Option to remove piping and electronics associated with discharge to sewer.
4. Schedule for ramp resurfacing project
  - Council discussed moving all construction to C&S. BM motioned DH 2<sup>nd</sup> to move projects to C&S. Approved
  - Pat with C&S agreed they could pick up the terminal apron rehab and deicing pad projects.
  - Dick to discuss with Scott Falvey and Legislature. If they are in agreement, we will move all construction to C&S.
  - C&S to supply a Consultant Agreement for the Terminal Apron project within a week.
5. Airport standby Generator
  - County has moved 3 NYSEG accounts from billing to Seneca Flights to Yates County.
  - NYSEG agreement is now being moved through legislative signature approval process.
6. Any other Passero managed projects
  - Deicing truck training being scheduled for fall. Hold a portion of payment until this is complete.

### **SENECA FBO REPORT:**

1. Fence Clearing / cutting / general condition:
  - Ongoing
2. Revenue, occupancy, and condition of T hangars
  - One opened but filled right away

3. Open house for Legislature AUGUST 14<sup>th</sup> at 10 am.

**OLD BUSINESS (ALL):**

1. Electric charging station proposal from Beta Technologies
  - Still on hold pending NYSEG.
2. Helipad gate plans (replacement of underground wiring)
3. Re-striping of 10/28
  - Dick talked with Doug Rapalee and there was concern about edge striping, but Council determined only center stripe is needed so Dick will speak with Doug again.
4. Seneca / Yates County Airport Agreement – expires 11/2023
  - Scott Falvey and Dick have met with Rich and Seneca's attorney to start discussions.
  - Current contract ends in November so we will need to have new contract approved at Oct Legislature meeting
5. Set up meeting to review 10/28 Taxiway extension.
6. Address storage considerations for Sherriff's Department equipment
  - Dick has made Sheriff aware that the deice truck and the fuel truck will require space for airport use.
7. Safety Committee procedure forward
8. Educational opportunities for the airport
  - RL has a phone meeting with FLCC in early August.

**NEW BUSINESS:**

1. Extension of FAA solar powered lighting study
  - FAA would like to extend this for another year. The Airport Council agrees to extension.

**ANY COMMITTEE / OPERATIONAL REPORTS:**

1. Verification – Airport Emergency Contact list is accurate.
  - no corrections identified
2. Equipment and Facilities Committee: update on equipment condition, needs and necessary maintenance around the Airport property:
3. Marketing Committee:
  - Discussion on the need to get Economic Development involved in looking at future airport expansion.

**ADJOURNMENT:** 10:10 am RL motion to adjourn / DH 2<sup>nd</sup>

**SUBMITTED BY:** Richard Harper, August 24, 2023