

Yates County Airport Council

March 31, 2020, 7:30 AM EST

Held via conference call



CALL TO ORDER

ATTENDEES (all by phone): Rich Leppert (Seneca Flight), Paul Middlebrook (Council Advisor), Doug Marchionda Sr. (Penn Yan Flying Club), Tim Dennis (At Large), Allison Lia (Passero Associates), Lisa Cheung (Passero Associates), Taylor Fitch (Marketing), Doug Paddock (Yates County Legislature Chair), Dick Harper (Yates County Legislature)

READ & ACCEPT MINUTES OF PREVIOUS MEETING: Minutes accepted with one correction, ie reference to truck should be left in 5-year plan. (Motion TD, 2nd by RL).

REVIEW AND ACCEPT FINANCIAL REPORT: Accepted financial report as submitted. (Motion TD, 2nd by RL)

CORRESPONDENCE & COMMUNICATIONS: Nothing to add

SENECA FBO REPORT:

1. Fence Clearing / cutting / general condition / mark actual dimension on outside of fence:
 - Discussion on clearing fence while weather permits and before growth gets ahead of us. Paul felt property lines were supposed to be 3' from fence but recommended we may want to mark fence with distance to property line. Dick or Doug will contact YC Highway to see what they can do but with current reduced workforce down to about 1/3 of normal, it is not likely. Rich L. felt he might be able to help out.
2. Discussion with State representatives regarding fuel truck grants:
 - Lisa commented that money in current DOT grant has not been affected due to current COVID conditions, but the next grant may not make it to the floor this year. Everyone agreed that Passero should proceed with fuel truck and Rich L. will get support letters from stakeholders.
3. Revenue, occupancy and condition of T hangars: 1 available, 2 occupied by Sheriff till summer
4. Open house for Legislature ON HOLD INDEFINATELY
5. Tie Down fees:
 - Connie Hayes had asked about tie down fees and they are still being collected and enforced. We have not updated the fees in some time and may want to review those at the next meeting.

PASSERO REPORT:

1. Address runway 10-28 for resurfacing and related using State or FAA funding in the future?
 - Lisa commented that 10-28 is not currently in AIP. Consensus was to add. Discussion on whether 10-28 was conforming or not and in turn eligible for FAA funding. Paul felt it was now conforming and eligible. Council recommended for Passero to review and determine if FAA funding is appropriate.
2. Environmental Assessment report
 - EA is being revised by Passero to reflect recent comments. They will forward to FAA. We need to make sure we have contacted landowners prior to release to public.
3. State Grant Application (Friction Measuring Device, Airport standby Generator, aircraft deice system, deice truck).
 - Tim recommended that Council recommends acceptance of DOT grant for the weather emergency preparedness.
4. Marking trees to remove current NOTAM to be completed week of October 28th – progress?
 - First attempt to mark was “mud fest” according to Rich. Waiting for better weather.
5. Obstruction removal process, what is our permanent easement for removal and what is the working area we have along the outside perimeter of our fence?
 - See earlier discussions above
6. Easements with adjacent landowners???? (Rich)
 - Lisa and Allison stated that it will likely take the FAA a month or more to review after submission.
 - Dick Harper (Lead), Tim Dennis and Rich Leppert will be responsible for contacting landowners
 - We will need to get appraisals for easements.
7. Progress on GPS approach for 10/28

- FAA has too many approach submissions through September. Will continue to leave on the agenda for review.
- 8. Update on sewer extension on Bath Road
 - Passero has been in touch with Larson who in turn is working with Blue Heron. Construction may start as early as this week.
 - Need County resolution showing Craig Prior as Acting Highway Superintendent authorized to sign.
 - County will also need to go into DOT system and approve Town / Contactor status.
- 9. Review our new five-year plan, including crack sealing, pavement study and new pavement
 - Will need final five-year plan for County Budget by August 15th.
- 10. Funding for fence repair and gate relocation for helicopter entrance
 - Discussion on priority of fence repair versus fuel truck due to limitations on the number of grant submissions. Consensus was the fuel truck needs priority to meet customer needs. Will hold on fence repair and gate relocation for now.

OLD BUSINESS:

Updates on Current Projects:

- Lighting project is waiting on County Insurance. Contactor is ready to start after they finish the Corning project so we need to make sure insurance issue gets resolved.
- Need to make sure contractor addresses the electrical to the gate so it gets run from hanger rather than PY Aero.

NEW BUSINESS:

Property: Taylor mentioned that a neighbor may be interested in purchasing some property.

5K Run: Rich L. mentioned the 5K run has been cancelled due to COVID-19.

COVID Funding: Passero communicated that as part of the COVID-19 package signed recently, 100 million is allocated to go to airports with 100% share across all airports. So PY Airport will receive some level of funding but unknown at this point as to the actual \$ amount.

ANY COMMITTEE / OPERATIONAL REPORTS:

1. Equipment and Facilities Committee: update on equipment condition, needs and necessary maintenance around the Airport property: Nothing to report
2. Marketing Committee: Taylor reported on Property in new business

ADJOURNMENT: 9:00 am (Motion by TD, 2nd by RL)

Minutes submitted by Richard Harper

Date: 4/8/2020