

Yates County Airport Council Minutes



July 28, 2020 7:30 AM EST

Held at Seneca Flight Operations, Penn Yan Airport

THIS MEETING WAS HELD IN THE HANGAR AT SENECA FLIGHT OPERATIONS TO INSURE APPROPRIATE SOCIAL DISTANCING DUE TO COVID-19

PRESENT: Rich Leppert (Seneca Flight), Paul Middlebrook (Council Advisor), Bill Middlebrook (Penn Yan Aero), 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 by phone)

CALL TO ORDER: 7:36 by Rich Leppert

GUESTS: None

READ & ACCEPT MINUTES OF PREVIOUS MEETING: Minutes accepted as written (TD motioned / BM 2nd)

REVIEW AND ACCEPT FINANCIAL REPORT: Financial report accepted (TD motioned / BM 2nd)

CORRESPONDENCE: None

SENECA FBO REPORT:

1. Fence Clearing / cutting / general condition / mark actual dimension on outside of fence
Considerable spraying activity since last month. The unusually dry conditions during a portion of the month assisted in the process
2. Adjust the view angles of airport security cameras
Still need to set a date and time with Doug to adjust the cameras
3. Revenue, occupancy, and condition of T hangars
We currently have 3 T hangars available – filled one this month. The possible tenant for 2 of the hangars has yet to advise if they wish to rent the T Hangars despite a prompt response to their requests from Scott Falvey and Stork Insurance. (see attached)
4. Open house for Legislature ON HOLD INDEFINITELY
5. Wildlife Report – We have had several reports of wildlife on airport. Several sightings of a deer and numerous sightings of Coyote adults and pups. Working with Ron Ham to begin trapping on 7/25 to alleviate problem. This now appears to be an ongoing problem based on our experiences last year. The FAA specification for an inadvertent entry fence have changed to include a buried skirt which would alleviate some of these issues as the current fence has had heaving and other issues that allow wildlife free entrance onto the airport. This may be worth discussing and reviewing as a possible long-term project.
6. Follow up - Suggestions for CARE emergency funding
None of the fence companies contacted have presented a proposal for work on the gates. Have not been able to set a date to meet with Ron Spike regarding the proposal for enhanced security cameras.
7. NYMA call – Rich Leppert mentioned that there is nothing currently planned for Covid tracking at GA airports.

PASSERO REPORT:

1. State DOT funding proposal
 - a. Due date for applications extended to August 18.
 - b. Both applications have been submitted.
 - c. It's unknown when grants will be awarded.
2. Progress removing NOTAM for trees that were removed in April
 - a. Working with Flight Procedures to remove the points from the database, to lift the NOTAM
3. Environmental Assessment report
 - a. With Doug for review. Any additional comments received from Doug need to go back to FAA. If ok, we will publish for public comment.

4. State Grant Application (Friction Measuring Device, Airport standby Generator, aircraft deice system, deice truck)
 - a. Deicing Pad Location sketch is attached (see attachment 1)
 - b. Tim Dennis asked if the grant had been executed and was available so we could proceed with friction system. Lisa says money is committed. Allison added that DOT needs to get it in the system first.
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?
 - a. A sketch showing fence vs property line is attached. (see attachment 2)
6. Items for consideration under the Federal grant for Corona Virus CARE emergency funding – Council asked Passero to prioritize items in a table and show costs of each.
 - a. Sewer district fees
 - b. Local match for wind cone project
 - c. Provide Passero with receipts for submittal
7. Progress on GPS approach for 10/28
 - a. FAA received more requests than they could process, coupled with COVID. Likely delayed to '21
8. Update on current project with Baseline and change work order cost
 - a. Work is complete. Final inspection to be scheduled.
 - b. Passero working on As-Builts and Final Over/Under Change Order
 - c. Passero asked if there were any concerns with Baseline's project. Paul Middlebrook commented that there was trouble seeing the cones during the day. Paul thinks they are lower. Allison says they should be the same height and size but she will confirm as built.
9. Update on sewer extension progress on Bath Road, Blue Herron, qualified paperwork for County reimbursement
 - a. Blue Heron started up Airport Road on 7/23. Was informed will be about a week to complete Airport Road installation. PA inspector on site 7/23 and 7/24. Lu Engineers on site Mon-Wed.
 - b. Blue Heron still has info to be input in the EBO system. Reimbursement from the state can't happen until all info is entered and approved. Passero has continued to pressure Blue Heron/Larson to complete the EBO setup.
 - c. They have been informed of what backup is required with payment submissions.
10. Review our new five-year plan, including crack sealing, 10-28 pavement upgrade, pavement study and any other new pavement
 - a. Draft ACIP was distributed at June meeting.

**Penn Yan Airport (KPEO)
Capital Improvement Program**

Airport	Penn Yan Airport (KPEO)	State	New York		NPIAS #:			26-0094	LOC ID:	PGD										
Project Description/Narrative	NPR	Federal Funds (\$1,000)			State Matching Funds (\$1,000)	Local (\$1,000)		State Funded only	Totals (\$1,000)	Environmental Type	Environmental Status	Comments								
		Bid/Sealed	Discretionary	State Apportionment		FPC	Other													
2021																				
Deicing Equipment (Below Application Track)	70	\$	187.5	\$	-	\$	-	\$	8.75	\$	-	\$	8.75	\$	-	\$	175	Administrative	CATEX	
Terminal Apron Rehabilitation (Design)	69	\$	81	\$	-	\$	-	\$	4.5	\$	-	\$	4.5	\$	-	\$	90			
Fuel Trucks								\$	41.5	\$	374	\$	415							
Total FY2021		\$	239	\$	-	\$	-	\$	13	\$	-	\$	55	\$	374	\$	690			
2022																				
Obstruction Removal (Runway 01-19 and 10-20) (Design and Construction)	91	\$	135	\$	-	\$	-	\$	7.5	\$	-	\$	7.5	\$	-	\$	150	FOUO		
Parallel Taxiway "R" Extension (Design)	81	\$	135	\$	26	\$	-	\$	9	\$	-	\$	9	\$	-	\$	180	FOUO		
Total FY2022		\$	271	\$	26	\$	-	\$	16.5	\$	-	\$	16.5	\$	-	\$	330			
2023																				
Runway 10-20 Rehabilitation (Design)	81	\$	99	\$	-	\$	-	\$	5.5	\$	-	\$	5.5	\$	-	\$	110			
Terminal Apron Rehabilitation (Construct)	69	\$	40	\$	300.0	\$	-	\$	20	\$	-	\$	20	\$	-	\$	400			
Total FY2023		\$	159	\$	300	\$	-	\$	26	\$	-	\$	25.5	\$	-	\$	510			
2024																				
Parallel Taxiway "R" Extension (Construction)	81	\$	150	\$	1,290	\$	-	\$	80.0	\$	-	\$	80.0	\$	-	\$	1,600	FOUO		
Total FY2024		\$	150	\$	1,290	\$	-	\$	80.0	\$	-	\$	80.0	\$	-	\$	1,600			
2025																				
Taxiway A Rehabilitation (Design)	81	\$	100	\$	-	\$	-	\$	6	\$	-	\$	6	\$	-	\$	120			
Runway 10-20 Rehabilitation (Construction)	81	\$	42	\$	498	\$	-	\$	30.0	\$	-	\$	30.0	\$	-	\$	600			
Total FY2025		\$	100	\$	-	\$	-	\$	6.0	\$	-	\$	36.0	\$	-	\$	120			
2026																				
Runway 1-19 Rehabilitation (Mill & Overlay) (Design)	81	\$	150	\$	30	\$	-	\$	10.0	\$	-	\$	10.0	\$	-	\$	200			
Total FY2026		\$	150	\$	30	\$	-	\$	10.0	\$	-	\$	10.0	\$	-	\$	200			

IAA FORM 01-20-02



OLD BUSINESS:

1. Funding progress for the camera update

NEW BUSINESS:

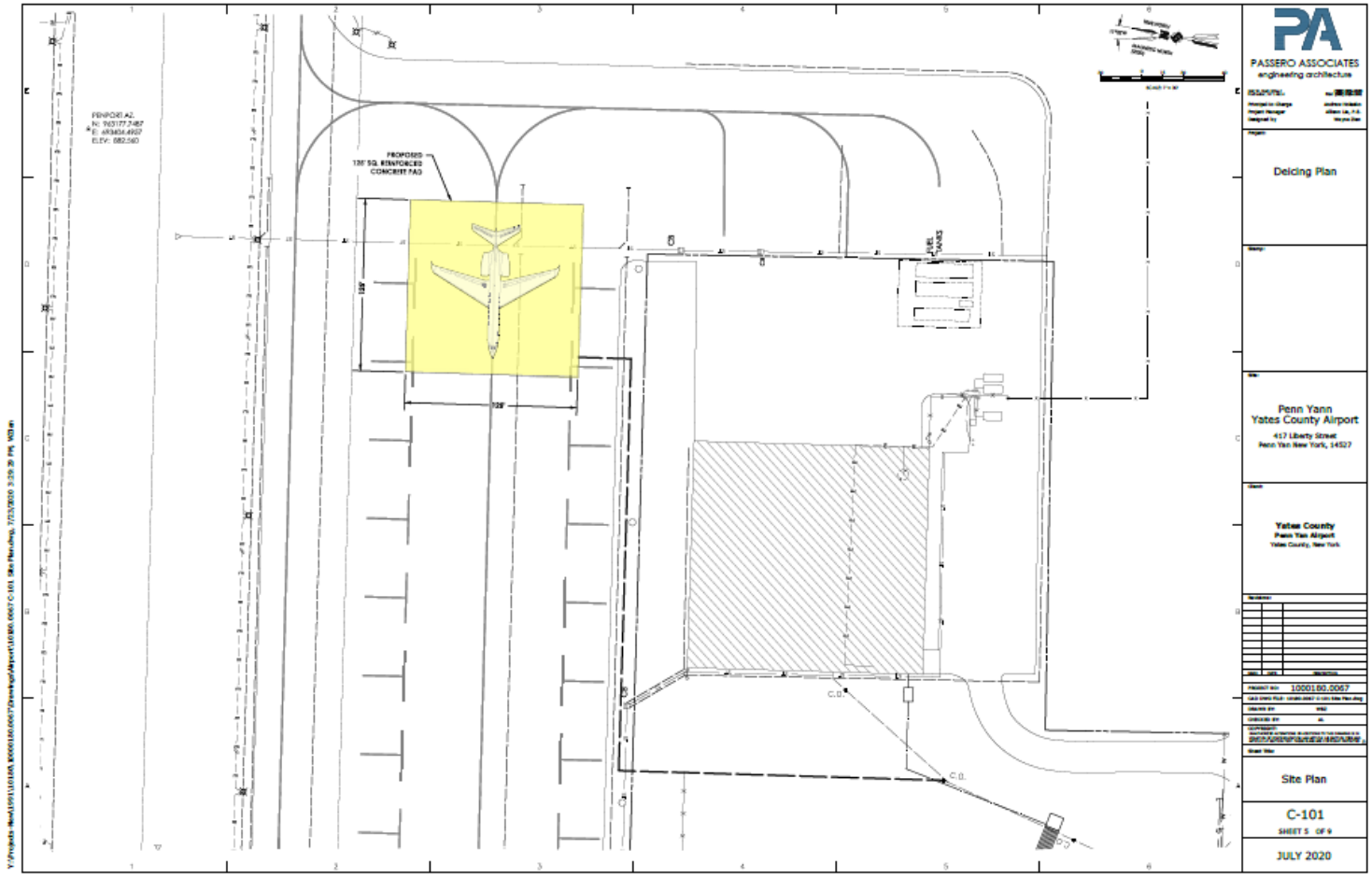
1. Discussion of raising fuel flowage fees, funding local share of fuel trucks from "land sale money". Rich says there is considerably more Jet A sold than other fuels. Rich will send out tax information showing what taxes are on the various fuels.
2. Markings on 10 – 28 are very worn and faded. No action taken at this point

ANY COMMITTEE / OPERATIONAL REPORTS:

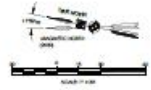
1. Equipment and Facilities Committee: update on equipment condition, needs and necessary maintenance around the Airport property: **PAUL, RICH**
2. Marketing Committee: **TAYLOR**

ADJOURNMENT: 8:32

Attachment 1:



Attachment 2:



Fence Plan

Penn Yan
 Yates County Airport
 417 Liberty Street
 Penn Yan New York, 14527

Yates County
 Penn Yan Airport
 Yates County, New York

PROJECT NO: 1000180-0007
 DATE: 07/20/20
 DRAWN BY: JH
 CHECKED BY: JH
 DATE PLOTTED: 07/20/20
 PLOT SCALE: AS SHOWN

SHEET 054
 JULY 2020