

Yates County Airport Council Minutes



August 25, 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

CALL TO ORDER: 7:30 by Rich Leppert

PRESENT: Rich Leppert (Seneca Flight), Bill Middlebrook (Penn Yan Aero), Tim Dennis (At Large), Allison Lia (Passero Associates), Lisa Cheung (Passero Associates by phone), Taylor Fitch (Marketing), Doug Paddock (Yates County Legislature Chair), Dick Harper (Yates County Legislature)

GUESTS: None

READ & ACCEPT MINUTES OF PREVIOUS MEETING: Minutes approved with correction (PM and Lisa present, DH by phone). Also add Passero to compile priority list and costs for CARES funding (TD / BM 2nd)

REVIEW AND ACCEPT FINANCIAL REPORT: Financials approved (DH / BM 2nd). RL mentioned August fuel flowage was down slightly.

CORRESPONDENCE & COMMUNICATIONS: None

SENECA FBO REPORT:

1. Fence Clearing / cutting / general condition –
 - Rich indicated there will be more spraying activity this month.
2. Adjust the view angles of airport security cameras –
 - Council agreed this should be done in August. Rich Leppert will adjust cameras and Doug can review.
3. Revenue, occupancy and condition of T hangars –
 - We currently have 3 T hangars available. The possible tenant for 2 of the hangars has indicated they will not require a T Hangar this year. The Committee agrees to have Seneca Flight do a mailing advertising T Hangar availability.
4. Open house for Legislature ON HOLD INDEFINITELY DUE TO COVID 19
5. Wildlife Report
 - Report provided of wildlife trapped between July 26th and August 10th. 5 coyote, 3 racoons, 2 skunks, 2 opossum and 1 woodchuck. Cost was \$630.00. Rich mentioned that 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. We need to consider this as a long-term project, but fix will not be easy.
6. Follow up - Suggestions for CARE emergency funding
 - None of the fence companies contacted have presented a proposal for work on the gates even after being contacted again in August.

PASSERO REPORT:

State DOT funding proposal:

- Passero mentioned that while the due date for applications was August 18, it is unknown when grants will be awarded.

Progress removing NOTAM for trees that were removed in April

Lisa is still working with Flight Procedures to remove the points from the database, to lift the NOTAM

Environmental Assessment report

With Doug Paddock for review. Any additional comments received from Doug need to go back to FAA. If ok, we will publish for public comment.

State Grant Application (Friction Measuring Device, Airport standby Generator, aircraft deice system, deice truck)

Friction Measuring Device – Passero asked for confirmation on what type of device we were looking to obtain as grant has “decelerometer”. Council asked Lisa to look at costs of tow behind as well as seat units.

Generator – Passero asked what the airport like to be on the backup generator and after discussion, consensus was that lights, fuel pump, beacon and the radio / fuel controls at Seneca needed to be covered. Likely would need to have one at the vault and 1 at Seneca Flight. The weather station coverage is questionable due to ownership.

Deicing Pad – Passero will further the design with location discussed at previous meeting. Allison will look at costs and it was agreed that the pad needs to be completed first and the level of funds left will impact the friction device and generator.

Items for consideration under the Federal grant for Corona Virus CARE emergency funding

Evergreen work will be taken from the CARES funding as approved by Council and Legislature. We can use the balance for sewer district fees and local match for wind cone project if desired.

Progress on GPS approach for 10/28

FAA received more requests than they could process, coupled with COVID. Likely delayed to '21

Update on current project with Baseline and change work order cost

Work is complete. Allison confirmed the segmented circle as built was correct. Passero confirmed all parties were satisfied with work and as such, final payment will be processed.

Final Over/Under Change Order – Doug Paddock indicated that County Attorney is working on MOU with Town of Milo on manholes that they will install later.

Passero working on As-Built drawings and will need to make sure that electrical lines that were found are included. We will also need to make sure that if manholes are added later by Town of Milo, they get captured as well.

Update on sewer extension progress on Bath Road, Blue Herron, qualified paperwork for County reimbursement

Blue Heron still has info to be input in the EBO system. Reimbursement from the state cannot happen until all info is entered and approved. Passero has continued to pressure Blue Heron/Larson to complete the EBO setup.

They have been informed of what backup is required with payment submissions.

Review our new five-year plan, including crack sealing, 10-28 pavement upgrade, pavement study and any other new pavement

Draft ACIP was distributed at June meeting.

OLD BUSINESS:

Funding progress for the camera - Nothing to update at this meeting

Markings on 10 – 28 are very worn and faded –

Allison will get Rich Leppert the specifications for the paint.

NEW BUSINESS:

Airport Registration – Council agreed to submit the renewal as compiled by Rich Leppert.

ANY COMMITTEE / OPERATIONAL REPORTS:

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

Marketing Committee: **TAYLOR**

ADJOURNMENT: 8:55 (TD / DH 2nd)

Submitted by: Dick Harper
9/25/2020
