

# Yates County Airport Council Minutes



September 29, 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), Doug Marchionda Sr (Yates County Flying Club), 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)

**CALL TO ORDER:** 7:35 am by DM

**GUESTS:** None

**READ & ACCEPT MINUTES OF PREVIOUS MEETING:** Approved with one correction, financials accepted rather than approved. PM/BM

**REVIEW AND ACCEPT FINANCIAL REPORT:** Accepted (TD/ BM)

**CORRESPONDENCE & COMMUNICATIONS:** None

### SENECA FBO REPORT:

1. Fence Clearing / cutting / general condition
  - Rich indicated that they are completed for the year. Concentrated on vegetation growing through the pavement last month.
  - Paul felt we needed to work on cutting the trees in the fencing. Doug or Dick will contact Craig Prior to discuss if YC Highway can help with fence clearing. Rich can mark any trees, as necessary.
  - Fence clearing activities should be eligible for CARES funding if necessary.
2. Adjust the view angles of airport security cameras
  - Rich L. adjusted. Doug M. indicated he would 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.
  - Flier has not gone out yet.
4. Open house for Legislature ON HOLD INDEFINITELY DUE TO COVID 19
5. Wildlife Report
  - No additional sightings. Will remove from the Agenda next month
6. Weights and Measures
  - Inspection completed. Invoice cost shared between Seneca and the County.
  - Rich will investigate who else is out there doing these checks.
7. NYAMA Meeting Report
  - NYSDOT Director focused speech on green initiatives for the State.
  - FAA presentation amplified and confirmed delays dealing with the FAA due to COVID 19 and all employees working remotely

### PASSERO REPORT:

1. State DOT funding proposal
  - Unknow still when NYS will award grant.
2. Progress Removing Trees NOTAM
  - NOTAM has been removed according to Lisa
3. Environmental Assessment report and new easements
  - EA comments have been received from Doug. Lisa will now see how the FAA wants us to handle public comment under their COVID procedures.
4. State Grant Application (Friction Measuring Device, Airport standby Generator, aircraft deice system, deice truck)

- Allison is working on pricing for tow behind unit.
- Allison has sent out draft plans for deicing pad.
  - o Pump at the pad will need electric
  - o Discussion on the tank size. Allison indicated the planned tank is 5000 gallons. Many felt that was oversized. Allison and Rich will review generation and determine sizing that is more appropriate.
  - o PY Municipal will be able to control tank remotely.
  - o Allison mentioned there is a manual valve to allow for flow to storm drain. Many felt that this was a potential failure-mode, and the value needs to be electrically operated so it does not get accidentally left to flow to storm drain.
  - o DM voiced concern that considerations also needed to be given to the potential of the tank floating when empty. May need drainage around outside of tank.
- Generator is still being worked on. Initial plan was 1 at Seneca, 1 at Vault and portable for maintenance building. DM questioned if one larger generator might be better. Will review.
- 5. Items for consideration under the Federal grant for Corona Virus CARE emergency Funding, items already submitted and remaining funding
  - Sewer district is approximately 40,000.
  - Evergreen is approximately \$7,000
  - How much is left will depend on how close the above to are to those values.
- 6. Progress on GPS approach for 10/28
  - Nothing new to report. FAA is not processing type 4 requests at this time.
- 7. Update on sewer extension progress on Bath Road and Airport Drive
  - Still waiting on some subcontractors of Blue Heron to enter data into EBO.
- 8. Five Year Plan review
  - Allison asked about local share.
    - o \$41,500 needed for fuel truck in 2021
    - o \$80,000 needed in 2024
    - o 2028 would be the rehab of the runway.
  - Council agreed to add fencing improvements into plan
  - Lisa asked if we want to have an FAA conference call. Council agreed that as we did not do one last year, it would be good to meet with them. Lisa will see if that can be set up for late Oct.

**OLD BUSINESS:**

1. Markings on 10 – 28:
  - No real progress made on this over the past month.
2. Cameras
  - Dick and Rich will set up meeting with Ron Spike to get his input on potential grants available for upgrading cameras.

**NEW BUSINESS:**

1. Manholes
  - Manholes are not currently in the way currently but will become more of an issue when plowing snow.

**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**
  - Tim asked if there was anything holding us back on Marketing now that we have sewer, water, etc. and are pursuing de-icing, fuel truck, generator. It was recommended to contact IDA and make them aware of the situation.
  - Rich indicated Hertz is up and down on car inventory. Sometimes they are heavy on cars and then get low. But currently we are fine for now.

**ADJOURNMENT:** 9:35 am (PM / TF)

**Minutes submitted by:** Richard Harper  
10/15/2020