

Yates County Airport Council Minutes

Wednesday February 26, 2025 7:30 AM EST



CALL TO ORDER 7:32 am by DM

PRESENT: Rich Leppert (Seneca Flight / FBO), Doug Marchionda (Flying Club), Bill Middlebrook (Penn Yan Aero), Paul Middlebrook (Council Advisor), Tim Dennis (Community Representative), Taylor Fitch (Marketing), Leslie Church (Chair of Legislature), Dick Harper (Yates County Legislature)

GUESTS: Leigh Battin (Finance Director), Emilee Miller (Clerk of Legislature), John Frazee (C&S)

READ & ACCEPT MINUTES OF PREVIOUS MEETING: RL motioned to accept, TD 2nd. Accepted unanimously.

REVIEW AND ACCEPT FINANCIAL REPORT

- Noted fuel flowage fees being down and utilities being higher
- TD motioned to accept, DH 2nd. Accepted unanimously

CORRESPONDENCE & COMMUNICATIONS

- None

SAFETY COMMITTEE REPORT:

- Airport Rules and Regulations changes were reviewed. Further review is needed.

MARKETING COMMITTEE REPORT:

- No meeting was held – no report

C&S REPORT:

1. Taxiway B Extension
 - Monthly SWPPP inspections performed
 - Survey scheduled to verify grades and monitor settlement.
2. 2023 NYSDOT 8 bay hangar Grant
 - Geotech investigation is being scheduled
 - C&S will move forward with the basic 8 bay T hanger layout presented.
 - MBE consultant will be used for stormwater design.
3. Airport Pavement Maintenance System
 - Field work will be completed in March on runway 1-19 and taxiway A
4. Phase 1B Archeological Assessment
 - Waiting for better weather but hopefully completed soon
5. Purchase Snow Removal Equipment Project
 - Bid documents needed by late March so performance specs are needed asap.
 - Leaving Discussion on equipment. Now moving towards skid steer / loader with attachments.
 - Those using the equipment need to come to an agreement on what is needed and get specs / pricing to C&S.
6. Upcoming Action items
 - Exhibit A
 - C&S is working on CATEX for Perimeter Fence, Taxiway A and Runway 1-19.

PASSERO OPEN PROJECTS:

1. Deice Pad
 - Waiting for the weather to break
2. 100LL fuel trailer
 - Discussion on weights and measures. Rich will work to get them in for calibration.

SENECA FBO REPORT:

1. Fence Clearing / Cutting / general condition
 - On hold for now
2. Revenue, occupancy and condition of T hangars
 - T hangars are full with an additional 7 on the waiting list
3. Airport Activity report
 - The council would like to have the report tweaked. Descriptions could be improved so those without a good knowledge of aviation could understand what data means.
 - Remove items that are meaningless like destination airport since only airports with 1200aero are included in the data.

OLD BUSINESS (ALL):

1. Brush clearing outside the perimeter fence
 - Dick to discuss easement with Scott for property north of Flying Club
 - Recommend leaving enough space to allow us to clear the brush outside of the fence with equipment.
2. Develop long term strategic plans for the airport
 - No update
3. FAA Airport Audit update
 - Scott has filed two responses with FAA. No response back at this point.
4. County owned Firefighting foam at Seneca Flight
 - The company that manufactured is out of business and will therefore not take back.
 - No fire companies are expected to want this as they are switching to safer foam.

NEW BUSINESS:

ANY COMMITTEE / OPERATIONAL REPORTS:

1. Verification – Airport Emergency Contact list is accurate:
 - No changes
2. Equipment and Facilities Committee: update on equipment condition, needs and necessary maintenance around the Airport property:
 - Nothing additional that was not covered above.

ADJOURNMENT 9:21 am

Submitted by: Richard Harper, March 24, 2025