

Yates County Airport Council Minutes

Thursday March 27, 2025 7:30 AM EST



CALL TO ORDER 7:34 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)

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

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

REVIEW AND ACCEPT FINANCIAL REPORT

- Expense in February higher due to CPI adjustment catch up payment
- NYSEG charges reviewed and confirmed to be accurate
- TD motioned to accept, RL 2nd. Accepted unanimously

CORRESPONDENCE & COMMUNICATIONS

- From NYAMA - Rich reported NYS Assembly and Senate budgets increase State Airport funding from \$12.5M annually to \$25MM. Governor Hochel's proposed budget is \$12.5M. Waiting for final budget results from 3 way negotiations currently being held.

SAFETY COMMITTEE REPORT:

- Proposed changes to Airport Rules and Regulations approved. RL Motion TD Second passed unanimously to be submitted to the Legislature for approval.

MARKETING COMMITTEE REPORT:

- Taylor proposed having specific information available on all airport property available for development so the County can have the information readily available for anyone interested in airport development
- Leslie advised the County needs a plan to build an FBO and a fuel farm in case Seneca leaves the airport and does not sell their building and fuel farm to the County

C&S REPORT:

1. Taxiway B Extension
 - Monthly SWPPP inspections performed
 - Team went in yesterday (03/26/25) to verify how much if any change in the base has occurred. C&S will receive report next week and will advise of any issues
2. 2023 NYSDOT 8 bay hangar Grant
 - CME Associates coming to airport today (03/27/2025) to perform geotech investigation. Once C&S receives their report, they will move forward with the structural/ foundation design accounting for solar array on south side of the roof.
 - Moving forward with basic 8 bay T hanger layout as presented at last meeting.
 - MBE consultant will be used for stormwater design.
3. Airport Pavement Maintenance System
 - Work has been completed. PCI values are:
 - Runway 01/19 – 75
 - Taxiway A – 69
 - Neither value is low enough to support any rehabilitation work at this time. Taxiway will most likely qualify for rehabilitation in about 4 years
 - Due to good condition of the pavement, no CATEX work is required at this time for either project
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4. Phase 1B Archeological Assessment
 - Investigation has been completed. Awaiting Report.
 5. Purchase Snow Removal Equipment Project
 - Bid documents have been turned over to the county:
 1. Front end loader with attachments
 2. Skid Steer with attachments
 - Documents to be opened in May – County will need to properly advertise the bid
 6. Upcoming Action items
 - Exhibit A – C&S still awaiting information from the County to complete
- C&S is working on CATEX for Perimeter Fence - has determined a Phase 1B cultural resource investigation will be required.

PASSERO OPEN PROJECTS:

1. Deice Pad
 - Construction to start in April. Pre-construction meeting will be 04/02/2025 @ 11:00 AM at Seneca Flight Operations. Dan Passero will be Lead from Passero
2. 100LL fuel trailer
 - Passero and County Attorney Falvey recommend increasing NYSDOT award amount to cover additional cost to obtain meter that can be used for legally selling 100LL.
 - Superior Tank has agreed to pay the 10% County match for this addition
 - Passero recommending the County release check for the trailer less the total cost of the new meter
 - Seneca Flight confirmed they are able to install the replacement meter at no cost to the County

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. Altaport payments have been coming in more frequently. Leigh reports Altaport has been very accommodating producing reports necessary for County to record the revenues generated.
4. Seneca needs to purchase tires for tractors and other equipment. County to check best practice to insure most economical cost. Also advised Case Loaded will need new brushes for 2025 – 2026 Winter season.
5. Monthly airport activity report to be emailed to Emilee by the Thursday before the Monthly Public Works Committee Meeting for inclusion in the Agenda

OLD BUSINESS (ALL):

1. Brush clearing outside the perimeter fence
 - Need to obtain permission from owner of property North of the airport to clear brush along fence. Time is of the essence as Spring and Summer projects will soon limit ability of County Highway department to complete the work
 - Recommend leaving enough space to allow us to clear the brush outside of the fence with equipment.

NEW BUSINESS:

1. Committee Meeting schedule discussed. To be tabled until next meeting
2. Meeting location discussed. Unanimous decision to hold future meetings at Seneca Flight Operations

ANY COMMITTEE / OPERATIONAL REPORTS:

3. Verification – Airport Emergency Contact list is accurate:
 - No changes
4. Equipment and Facilities Committee: update on equipment condition, needs and necessary maintenance around the Airport property:
 - Final recommendations for SRE made and approved.

ADJOURNMENT 9:11 am