

Yates County Airport Council Minutes

Wednesday January 29, 2025 7:30 AM EST

Held at Yates County Office Building, 417 Liberty Street, Penn Yan, NY



CALL TO ORDER: 7:30 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: Pat Hludzinski (C&S), Howard Bozenhard (AOPA), Emilie Miller (Clerk of Legislature)

READ & ACCEPT MINUTES OF PREVIOUS MEETING: BM motioned to accept as written / RL 2nd. Accepted unanimously

REVIEW AND ACCEPT FINANCIAL REPORT: No financial report as Finance is still closing year end 2024.

CORRESPONDENCE & COMMUNICATIONS

- Brandon Abbey is working with PY Flying Club on access

SAFETY COMMITTEE REPORT:

- No meeting held – no report

MARKETING COMMITTEE REPORT:

- No meeting held – no report

C&S REPORT:

1. Taxiway B Extension
 - o Waiting for spring.
 - o Working on getting survey set so when weather breaks the grades and settlement can be monitored
2. 2023 NYS DOT 8 bay hangar Grant
 - o Survey is completed and geotechnical investigation is being scheduled.
 - o C&S provided sample layout and council discussed widths and building height
3. Airport Pavement Maintenance System
 - o Field work is planned for March for Taxiway A and Runway 1-19 to determine if a CATEX needs to be completed.
4. Phase 1B Archeological Assessment
 - o Waiting for the 2nd visit, which hopefully will be soon.
5. Purchase Snow Removal Equipment Project
 - o The Council agreed that approach should be to look at a broom for the back of the truck and a broom for the front of the tractor. The tractor mount broom would greatly help in smaller areas.
 - o RL will contact Landpro to confirm the current John Deere tractor has the hp for a broom and to see what they have to offer. Bid documents need to be compiled by late March to meet the grant application deadline.
6. Upcoming Action items
 - o Working on Appendix A for FAA audit response.

PASSERO REPORT (via email):

1. Deice Pad
 - o On hold until spring
2. 100LL fuel trailer
 - o The supplier will pay for filter and fuel. Looking for payment on these prior to paying for trailer.
 - o May need to bring in the calibration company in April

SENECA FBO REPORT:

1. Fence Clearing / Cutting / general condition
 - o No updates
2. Revenue, occupancy and condition of T hangars
 - o All T hangars are rented with 6 on the waiting list
3. Airport report
 - o TD mentioned that he would like to see changes to the reports we get from 1200Aero to show more concise information on airport traffic. Too much data is presented in the spreadsheet sent now. RL to review what standard reports are available from the system.

OLD BUSINESS (ALL):

1. Brush clearing outside the perimeter fence
 - o DH to discuss with Doug Rapalee
2. Develop long term strategic plans for the airport
 - o On hold for now.
3. FAA Airport Audit
 - o Scott is working on response.
4. Review of Airport Rules and Regulations
 - o Will set up a subcommittee of the safety committee to review
5. County owned Firefighting foam at Seneca Flight (expired and considered Hazmat)
 - o DH and LC to discuss with Brian Winslow

NEW BUSINESS:

1. Water Pressure
 - o TD motioned to have the County send a letter to the Town of Milo requesting they address the water pressure to address future expansion. This will also support the new Penn Yan Aero building.
2. DBE goals
 - o DH mentioned that we are behind on the project goals for DBE participation
 - Taxiway B extension (Design) goal 9% and currently 6.17%
 - Terminal Apron Rehab goal 10% and currently 0% (planned firm bought out and lost DBE certification)
 - Airport PMP goal 9% and currently 0% as project has not started yet
 - Taxiway B Construction (Const) goal 9.3%, C&S committed 2.63% and Marcy 5.25%

ANY COMMITTEE / OPERATIONAL REPORTS:

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

ADJOURNMENT 9:55 am RL motioned / BM 2nd to adjourn.

Submitted by: Richard Harper 2/23/2025