

Penn Yan/Yates County Airport Council Minutes

Wednesday June 25, 2025 7:30 AM EST

Held at Seneca Flight Operations, 2262 Airport Drive, Penn Yan, NY



CALL TO ORDER – 7:33 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), Dick Harper (Yates County Legislature)

GUESTS: Pat Hludzenski (C&S), Howard Bozenhard (AOPA), Emilee Miller (Clerk of Legislature), Leigh Battin (Director of Finance).

READ & ACCEPT MINUTES OF PREVIOUS MEETING

- RL motioned to accept as written. DH 2nd. Accepted unanimously.

REVIEW AND ACCEPT FINANCIAL REPORT

- TD motioned to accept as presented. RL 2nd. Accepted unanimously.
- Altaport appears to be having some issues and not responding in a timely manner
- Landing fees for April are still low.
- Leigh added lines for airport maintenance and hanger maintenance.

CORRESPONDENCE & COMMUNICATIONS

- RL presented letter from Kevan Thompson regarding monthly parking. DH to respond.

SAFETY COMMITTEE REPORT:

- Meeting held 06/18/2025 @ 14:00
- Issue with trees on east side of taxiway B extension stop line are preventing line of sight on incoming air traffic as well as preventing planes at stop line from being seen by incoming planes.
 - Dick talked with YC Highway and they are going to look at and see if they can work on it.
 - Council noted that it would be desirable to have completed prior to the July 4th breakfast
 - Pat may be able to have contractor address if highway can not do.

MARKETING COMMITTEE REPORT:

- Still need to confirm specific details on land available for future development

C&S REPORT:

1. Taxiway B Extension
 - The project is essentially complete, and final inspection will take place on 6/30 with Marcy.
 - Striping will be done on 6/30 as well.
2. 2023 NYSDOT 8 bay hangar Grant
 - Geotech and Electrical investigations are complete.
 - The council recommends having the ability to monitor electrical usage to each hanger.
 - C&S is looking to bring electrical from the pole adjacent to airport entry road.
3. Airport Pavement Maintenance System
 - The final report has been submitted to the FAA for review but as FAA is down to one planner, it is unclear when they will complete their review.
4. Purchase Snow Removal Equipment (SRE) Project
 - Waiting on FAA response. Grant has been submitted.
5. Action items
 - Airport exhibit A is with Scott Falvey. Waiting for his response.
 - C&S has updated the ACIP.
 - Runway 1-19 rehab design moved to FY2030
 - Taxiway A rehab design moved to FY2028 but could be moved further out.
 - Adding pavement rehab design to T hanger taxi lanes in FY2028.
 - Adding electrical homerun replacement design in FY2027
 - Adding obstruction study in FY2026

PASSERO REPORT (via email):

1. Disposition of any open projects
 - Deice Pad
 - Will be completed after the final striping has been done
 - Striping to be done on June 30 after taxiway striping is completed.
 - 100LL fuel trailer
 - Replacement meter has been received

SENECA FBO REPORT:

1. Fence Clearing / cutting / general condition
 - Noted that improved application formula appears to be working
2. Revenue, occupancy and condition of T hangars and T Hangar waiting list
 - 1 tenant left but have hanger already filled.
3. Altaport report / Airport Activity Report

OLD BUSINESS:

1. Brush clearing outside the perimeter fence
 - County is working on roads and Doug Rapalee indicated that he is down 4 people right now so this is not going to happen likely till fall.
2. FAA Airport Audit (08/2024)
 - No updates on this. FAA lost some employees which is likely impacting response.

3. Changing Landing Fee parameters

- Landing fees were changed at the June Legislature meeting.

NEW BUSINESS:

- Hydrogen Charging Station
- RL to investigate more and bring back to future council meeting.

ADJOURNMENT – TD motioned to adjourn at 10:01 / DH 2nd.

SUBMITTED BY: Dick Harper, 7/28/2025