

Penn Yan/Yates County Airport Council Meeting

Wednesday July 30, 2025 7:30 AM EST

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



CALL TO ORDER: 7:35 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 Hludzenski (C&S), Emilee Miller (Clerk of Legislature), Leigh Battin (Director of Finance)

READ & ACCEPT MINUTES OF PREVIOUS MEETING

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

REVIEW AND ACCEPT FINANCIAL REPORT

- TD motioned to accept as written. BM 2nd. Accepted unanimously
- Leigh reviewed budget with the Airport Council and set proposed 2026 budgets for each of the line items.
- RL to contact Altaport as April parking fees were still appearing to be incorrect.

CORRESPONDENCE & COMMUNICATIONS

- None

SAFETY COMMITTEE REPORT:

- Meeting held 07/16/2025 @ 14:00
- Trees obstructing view of taxiway 10/28 extension mostly removed – Safety Report will remain open until County removes final larger trees on Friendly Dodge property.

MARKETING COMMITTEE REPORT:

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

C&S REPORT:

1. Taxiway B Extension
 - Final inspection completed.
 - Estimating that final project will be under budget by 100,000.
2. 2023 NYSDOT 8 bay hangar Grant
 - Geotech results and foundation recommendations received.
 - Foundation design is progressing
 - Building size may change slightly due to size of pre-engineered buildings from manufacturers.
 - Still on track for fall 2025 bids
3. Airport Pavement Maintenance System
 - Final report to FAA has been submitted but unknown when it will be reviewed.

4. Purchase Snow Removal Equipment (SRE) Project
 - Grant has been announced. Legislature should accept grant in August.
 - NYADO has requested manufacturers made in America forms.
5. ACIP
 - ACIP package has been sent to NYADO and meeting scheduled for review on July 31st.
6. Obstructions
 - C&S nearly complete with temporary Obstacle Action Plan using flight procedures data.
 - Dick to get Reiff info to C&S so they can flag trees.

PASSERO OPEN PROJECTS:

1. 100LL fuel trailer
 - Tank is leaking into containment area and is not usable. Treating this as warranty issue.

SENECA FBO REPORT:

1. Fence Clearing / cutting / general condition
 - Spraying cracks this week
2. Revenue, occupancy and condition of T hangars and T Hangar waiting list
 - All filled with 12 on waiting list
3. Altaport report / Airport Activity Report
 - Reviewed report. Altaport noted as not being responsive.

OLD BUSINESS (ALL):

4. Brush clearing outside the perimeter fence
 - On County radar but will be fall prior to them being able to address.
5. FAA Airport Audit (08/2024)
 - No update
6. Map of available sites for future expansion / availability of utilities and other required services
 - No update
7. H2 charging
 - No update. RL to investigate further.

NEW BUSINESS:

1. Possible development on land deemed unsuited for aviation use
 - Rich has a contact interested in leasing some land considered to be not suitable for aviation use.

EMERGENCY CONTACT LIST

1. RL has updated Emergency contact list. Dave Flemming was left on the list but last on the list. Council agreed with revisions but recommended people on list be confirmed they want to remain on the list.

ADJOURNMENT: RL motioned / BM 2nd. 10:00 am

SUBMITTED BY: Richard Harper 09/28/2025