

AIRPORTS COMMISSION MEETING

December 4, 2024

9:00AM

MEMBERS PRESENT: Jamie Gustafson, Chairperson, Greg Jones, John Watkins, Phil Landy, Kyle Crandall, John Shedd, Jay Churchill

MEMBERS ABSENT: None

GUESTS: Shannon Fischer, Nikki Adams, Randy Elf (via phone), Mike Kirchoff (Centric Aviation), Dave Hinz (Great Lakes Flight School)

CALL TO ORDER

The meeting was called to order at 9:00AM by Commission Chair, Jamie Gustafson. First order of business was to sing to Greg Jones and wish him a very happy 80th birthday!

APPROVAL OF MINUTES

The minutes of the Commission Meeting on November 6, 2024 were approved by way of motion made by Greg Jones, second by John Watkins.

PRIVILEGE OF THE FLOOR

- NONE

AIRPORT MANAGERS REPORT

Financial Posture

- 2024 Revenue & Expense Budget should be at 92%. Currently at 85% but have some more expenditures/bills coming in that will get us to where we should be for the year.

FBO Flowage

- Fuel Flowage is slightly down at both airports for the month of November from 2023

Regulatory Compliance

- NO CHANGE

Grants

- NYS – Due Jan (renovations at big hangar at JHW and T hangar at DKK)
- FAA – ACIPs due Feb (Shannon explained 5 year plan and also what we will be applying for this year)

Resolutions

December

- Authorize Public Hearing for Lease Agreement for NYS DMV at JHW – 5 years
- Authorize Public Hearing for Chase Aviation – 3 years

January

- Authorize Public Hearing for Basil & Bones – 1 year lease
- Authorize Lease for Chase Aviation – 3 years (increase of \$75/month for 3 years due to use of garage adjacent to office)
- Authorize Lease Agreement for NYS DMV at JHW – 5 year lease
- Shannon also explained that for all of the leases, each tenant is aware that if we get EAS back, adjustments and review will be made which they all agreed to.

Business Development

- *Hangar A (Luscombe)* – Open House & Auction for WHOLE lot – Open house from December 9-13, 2024 with bidding currently open and closing December 19, 2024 at 1pm. RFP put in for any interested parties for hangar space. The auctioneer is out of Texas and actually did this exact auction 20 years ago so is very familiar with the contents/company.
- *Basil & Bones* took over restaurant lease as of November 1, 2024. We are waiting on Duffy's to come repair the freezer unit in the restaurant. Nikki has calls in to them with regard to their timeframe for repair. We are also waiting on the new equipment ordered through the ARPA funding for the restaurant. Their plan is to do some catering over Christmas while opening in April of 2025. Owner is coming up within the next 3 weeks with an architect and interior designer. They want to make it a rustic Italian restaurant. There were a few questions about them keeping their business on 62. Yes, they plan to keep that and run the full restaurant here.

- *Air Show Planning Committee* – Shannon has been in communication with the Director at Binghamton who does their air show each year. He is willing to do a presentation to go over the ins and outs of air shows. They had 17,000 plus people in attendance this year. Jay Churchill mentioned the possibility of other social gatherings happening the same weekend we are proposing for the show, a clam bake, and wanted to ensure we were choosing the right weekend. We discuss this most likely won't be an issue as this is a County-wide event that people have been looking for the County to bring back for many years. We do need to insure we are not overlapping with other air shows in the region. Our next urgent task will be securing those we need to such as air boss, etc....ASAP. Next meeting December 10, 2024 at 11:00am. Small conference room.
- *Air Service* – Shannon is in the process of setting up dates with the Legislature and Air Service representative to do a presentation open to the public. There was a recent article in the Post-Journal misconstruing the Legislature had already seen a presentation of the study. That is incorrect information. The presentation will not be taking place until December 18, 2024 at the Legislature meeting. There were some questions with regard to the study. Shannon reviewed the start to current point of progress for the potential return of EAS. We already qualify for and can apply for EAS at any time and other funding sources. The first option, though, would be EAS. Currently there is interest from an airline.
 - For the RFP – are they required to be affiliated with an airline? Yes. They are also required to have an aircraft based at JHW.
 - Question asked – How does Bradford maintain? The connection for them is Pitt-Bradford students and families traveling home and back.

Airports' project status

- JHW
 - o Air Service Recovery Program Study – in progress – see above
 - o Environmental Assessment of On/Off Airport Obstructions – no change
 - o Phase I – Security Fence Project – 99.9999999% complete – finalizing

- o Phase II – Security Fence Project – 95% complete – punchlist
- o Rehabilitation of Runway –Final markings to be completed in the spring due to weather constraints
- **DKK**
 - o Runway 06-24 Easement Acquisition/obstruction removal for approaches and RSA: No change
 - o Runway 15-33 Lighting Upgrade/Replacement: Complete
 - o Taxiway A (North) Rehabilitation –no change
 - o Solar Feasibility study – No change/Tabled

MAINTENANCE OPERATIONS

- DKK/JHW – Mowing/Weeding
- JHW – New water valve in museum hangar
- JHW – Light and Sign repair
- DKK – Light and Sign repair
- DKK – Hangar 1 repair
- DKK – fuel farm valve repair
- DKK – Hangars 1 & 2 exterior painting

AIRPORT OPERATIONS

Shannon reviewed ADS-B recorded operations (combined arrivals and departures).

OTHER BUSINESS

- Shannon shared the group effort put forth by everyone from our maintenance team to Centric Aviation and the state police to get a heart transplant patient safely to Cleveland Clinic for her procedure. What an incredible story!
- Nikki will be staying with us! Her position will be permanent as of 12/5/2024.

LEGISLATIVE REPORT

- Nothing new to report. Looking forward to the presentation on the 18th for EAS

STAKEHOLDERS' UPDATES

- Dave Hinz shared that the flight school is doing well. He brought on another instructor today, Dillon Thompson and will be adding another in April – the gentleman that flew to North Carolina with the hurricane relief items.
- Mike from Centric just wanted to give a shout out to everyone with regard to the event Sunday. The maintenance crew did a great job clearing the

runway, etc.....they did miss a couple of flights on Monday but that was not due in any part to our guys but rather the uncooperative weather.

ANNOUNCEMENTS

- John Watkins shared this would be his last meeting with the Commission. He feels it is time for him to retire. He has thoroughly enjoyed being a part of the Commission and will certainly miss everyone. He is ready to pass the baton, as they say, to someone younger. He will certainly be missed by everyone!

NEXT MEETING

The next Commission meeting is January 8, 2025 at 9:00am

Adjournment

- Meeting adjourned at 9:58am by way of motion by Jay Churchill, second by Greg Jones. All in favor.