

AIRPORTS COMMISSION MEETING MINUTES

January 7, 2026

9:00AM

MEMBERS PRESENT: Jamie Gustafson, Chair, Greg Jones, Nathan Stock, Dalton Anthony

MEMBERS ABSENT: Kyle Crandall, Jay Churchill

GUESTS: John Machemer Deputy Director of DPF – Airports
Nikki Adams Administrative Asst
Brian Bates, Assistant Airport Manager
Ellen Maternowski – Civil Air Patrol
Tim Card – Director of DPF
Mike Kirchoff – Chautauqua Aircraft Sales
Lou Nalbone – Chautauqua Aircraft Sales
Dennis Webster – Lucille M. Wright Air Museum
Mike Zamborik – Airport Operations
Steven Barrett – Airport Operations
Pat Hludzenski – C&S
Brandon Rogers – C&S
Ariel Sherman – C&S
Andrew Gleason – C&S
Maria – C&S

CALL TO ORDER

Meeting called to order at 9:00am by Jamie Gustafson, Chair

APPROVAL OF December MINUTES

Motion made by Greg Jones, second Dalton Anthony, none opposed

PRIVILEGE OF THE FLOOR

- Dennis Webster from the Lucille M. Wright Air Museum shared an initiative they are working on to commemorate the tragic Napoli crash in 1951 that claimed 26 lives. They are looking for sponsorships and are collecting artifacts from the crash to display in the museum. He handed out some information about what they have already secured, the purpose of the project, and information about the crash. He thanked everyone for their time.

AIRPORT MANAGERS REPORT

John reviewed the report with the group.

Financial Posture

- 97% of the budget through 12/31/2025 - \$1,197,525 of \$1,233,081

FBO Flowage

- September Flowage & Usage up at both airports for December over 2024.

Regulatory Compliance

- Nothing to report

Grants

- Applications will be submitted in the coming months for the following projects:
 - Rehabilitate runway 15-33 design project DKK
 - Rehabilitate Taxiway B North design project DKK
 - Terminal building renovation construction project JHW

December Resolutions

- All 4 resolutions presented at the December Legislature meeting passed

January Resolutions

- Lease agreement Archies Diner LLC
- Rehabilitate Runway 15-33 Design Project DKK – grant application and acceptance of funds FAA/DOT
- Rehabilitate Taxiway B North Design Project DKK – grant application and acceptance of funds FAA/DOT
- Terminal Building Renovation Construction Projects JHW – grant application and acceptance of funds FAA/DOT

Business Development

- **Hangar A update** – Company hired to pack Hangar A contents has made good progress on packing and hopefully trucking remaining contents out this week or next at latest.
- **Restaurant** – Public hearing was approved. This will be held as well as the lease agreement approval at the January Legislature meeting. Now that it has been shared publicly by him, we can share the owner – Matthew Newton. An area native with extensive restaurant experience. He has already begun meeting with food vendors, etc. and is extremely excited to open. John will be working with Justin Gould to put together a media launch promoting the restaurant through the County's website as well as our Facebook page and other Social Media outlets. We want to make this a very successful opening for Matt.
- **LoopNet Commercial Real Estate Advertising** - Nikki spoke with the sales rep again. Unfortunately, it is their policy that they do not enter into contracts with corporations or Government entities and therefore, it is not a good fit for us. We will have to look into other options for advertising available space at the airport.

Airports' project status

- JHW
 - **EAS Application** – Thank you, Jamie for your help with getting the Congressional support! Very much appreciated! We have received letters of support from Nick Langworthy's office however, to date have not received letters from Schumer or Gillibrand. No update on application.

- **Runway 13/31** – 90% design complete. C&S presented the construction plan and next steps. There were a few questions regarding the access to the runways and the closure of the runway – how it will impact the Air Show in 2027, etc....Brian Bates asked if the intersection work could be switched to phase A instead of C. Brandon and Pat said that should not be an issue.
 - **Replace 34 Airfield Guidance Signs** – project will be completed in spring of 2026
 - **Terminal Building Rehabilitation** – Ariel Sherman presented to the group the renderings of what the new design will look like. Discussed the color and finish choices we made. Discussed furniture options, etc. Lou inquired if there will be power sources in the new seating. There will be some. John and Nikki picked out traditional seating as well as a work station unit that has been ordered with some funds the Airports had in their budget due to selling a piece of equipment. We will have to order furniture in “sections” as the scope of work for the project does not allow for the purchase of furniture.
 - **Fed Ex fence expansion project** – Complete
 - **Terminal Apron Reconstruction** – resume project design in spring
 - **Pursuing purchase of new snow removal equipment** – carrier vehicle, material spreader, plow & rotary brush in 2026. Have approval from the FAA for inclusion in CIP for JHW. Will go out to bid in the spring and once received will prepare resolution for legislative approval.
 - **Hangar L heat and Terminal building renovations (STATE ONLY)** – C&S Engineers brought their engineering team with them to view the hangar and discuss design options with the airport team.
- **DKK**
 - **Runway 06-24 Easement Acquisition/obstruction removal for approaches and RSA:** We have secured initial option agreements necessary for the Runway 24 end 20:1 slope and also received FAA concurrence. Currently working with legal on drafting final contracts. Also making progress on Runway 6 end with multiple option contracts signed. Jamie commended John for the hard work and progress on moving this project forward.
 - **Taxiway A (West) Rehabilitation** – Design Phase: no change
 - **Security Gate Upgrades** – No change from last meeting
 - **Hangar 1 & 2 door replacement** – Working with consultants and purchasing so that we can go out for bid very soon and hopefully complete project by June 2026.

MAINTENANCE OPERATIONS –

- JHW/DKK – Since the week of Thanksgiving, the crews at both JHW and DKK have primarily focused on snow removal and maintaining the critical areas of both airports. They have done an outstanding job at both locations keeping up with the snow/weather. We recognize and appreciate their hard work. They’ve not really had a weekend off since the start of the snow.
- *We would like to announce that Tom Atwell, longtime airport employee will be retiring at the end of this month. Tom has been an integral part of the operations of both airports for the past*

25 years and his expertise and knowledge will certainly be missed! We wish him all the best in his retirement!

AIRPORT OPERATIONS

- John reviewed ADS-B Operations.
- ADS-B Jet Ops December 2025 - JHW (30) DKK (4)

LEGISLATIVE REPORT

- Jamie introduced Dalton Anthony to the group and had him speak for a minute. Everyone introduced themselves to him as well. He's excited to be a part of the Commission and looks forward to working with everyone. Jamie reiterated how helpful the meetings John set up at the airport with the Legislature was – gave them a MUCH better understanding of how projects work as a whole, how the funding works, and how important it is for the Legislature support these projects. Tim echoed what Jamie said and appreciated the Airport Team's efforts and hard work. It has made a huge difference.
- Jamie sees no issues with the resolutions passing at the January meeting.

STAKEHOLDERS' UPDATES

- **Civil Air Patrol** – Very busy with events still. Has a new Cadet Captain. She isn't sure about when the ceremony will be for it. Looking forward to helping with the air show, etc....
- **Chautauqua Aircraft Sales** – Lou shared that Mike Kirchoff has joined Chautauqua Aircraft Sales as their Operations Manager. He came over from Centric Aviation. Lou also shared the he, himself is in his final stage of training to become an examiner. They are very short handed with examiners and therefore, felt it was a good time to pursue it. He will be able to do Flight School check rides. He is VERY excited for the restaurant and Matt. Said Matt is a fantastic chef and also a pilot. He brought to the group a suggestion for when the restaurant opens – they used to have “lunch” meetings for the commission in the restaurant. Wanted to present it to the group in case there would be interest in switching the meetings to lunch time which will support the restaurant, give the group an amazing view, etc.....definitely worth a discussion. He's very interested in learning what they come up with regarding the heat in Hangar L. He also had questions about the 20:1 approach in DKK. Will it be LP&B? John explained that it will be straight in RNAV with 1 mile clear approach. No BNAV. Also explained that 34:1 approach is not achievable as that will require less than 10 feet for clearance.

OTHER NEWS/UPDATES

- Air Show 2027 – We had our committee meeting mid-December. Talked about location for static displays, parking, etc.....we have received 3 quotes from Air Boss companies. The one we would like to use is more expensive than the others however, they bring with them an entire team and we will get more for our \$. Nikki is working on corporate sponsorship letters as well as vendor letters to send out to those throughout the region (not just our County).
- C&S Engineers did their presentation on 13/31 and the terminal building renovations. There were a few questions throughout the presentation that they were able to answer for the group

NEXT MEETING

- **February 4, 2026**

ADJOURNMENT

- Meeting adjourned at 10:17am by way of motion from Greg Jones. Dalton Anthony. None opposed.