

AIRPORTS COMMISSION MEETING MINUTES

June 4, 2025

9:00AM

MEMBERS PRESENT: Jamie Gustafson (Chairperson), Greg Jones, Nathan Stock, Phil Landy, Jay Churchill, Kyle Crandall

MEMBERS ABSENT: John Shedd

GUESTS: Brian Bates Interim Airport Manager, John Machemer incoming Deputy Director of DPF - Airports, Tim Card Director of DPF, Nikki Adams Administrative Asst, Ellen Maternowski with Civil Air Patrol, Brian Chase from Chase Aviation LLC, Sue and John with Penn Border Aviation LLC, Randy Elf, Rob Churchill

CALL TO ORDER

The meeting was called to order at 9:00am by Commission Chair, Jamie Gustafson.

APPROVAL OF MARCH MINUTES

Motion made by Greg Jones, Second Phil Landy. None opposed

INTRODUCTION OF NEW AIRPORT MANAGER, John Machemer

Jamie introduced John to the group and he gave a brief overview of his work experience as well as past flying experience. Everyone was very impressed and is looking forward to what he has to offer. He officially starts tomorrow, has 2 days of orientation in Mayville and will start at JHW on Monday, June 9th. We are all very happy to have him aboard.

PRIVILEGE OF THE FLOOR

- NONE

AIRPORT MANAGERS REPORT

Financial Posture

- 36% of budget through 5/31/2025 – \$445,100 of \$1,233,081.00

FBO Flowage

- Fuel flowage is down at JHW over 2024 and up at DKK which seems to be the consistent pattern due to the self-serve option in Dunkirk which is about \$1/gallon less than JHW.

Regulatory Compliance

- None reported for May

Grants

- NYS – Hangar 1 & 2 door are in design phase. Out for bid mid-June.
- DKK – Security Gates – will be rebid – came in highly over budget.

Resolutions

- June – Ground Lease with The Aerie JHW LLC (A Brian Chase company)
- June – Parking Lot lease with Federal Express for employee parking (Brian elaborated on this – they are moving ground operations for our area from the Fairview location to Jamestown. Currently have 23 employees and are in need of 100 from what Brian was told. Not sure if that means new job opportunities for the area.)

Business Development

- *Hangar A (Luscombe)* – Bids have been received and are currently being reviewed. The process is taking a bit longer due to vacations, etc...however, we should have an answer within the next couple of weeks.

Airports' project status

- JHW
 - Air Service Recovery Program Study – EAS application has been submitted. On the manager's report, there is a link to view the full application. Unfortunately, word came out in the news recently that EAS Funding could be cut significantly and the SCASD funding (our backup plan) could be cut completely with the "Big Beautiful Bill" coming. Will have to wait and see what happens but hopefully we can continue to move forward with it. Mr. Landy did inquire about the reason we lost EAS in the first place. Brian explained that it had a lot to do with not meeting expectations, less than sub-par service issues, luggage issues, TSA issues, etc.....they were supposed to base a plane in Jamestown and failed to do so, they left passengers stranded. It was just a bad situation all the way around.
 - Terminal Rehabilitation – State/Federal – Design in progress. We are close to having a preliminary design from our consulting team

- JHW Environmental Assessment – no change
- JHW Phase I Security Fence Project – final payments sent out. Ready to close.
- JHW Phase II Security Fence Project – Complete. Closing out project
- Replace Airfield Guidance Signs – Bids received, winning contractor awarded.
- **DKK**
 - Runway 06-24 Easement Acquisition/obstruction removal for approaches and RSA: have received 3 counter offers back out of 7 sent out. They have been sent to legal for review. Discussions underway for next steps for property owners that do not respond to offer letters whether that be eminent domain, etc.
 - Taxiway A (North) Rehabilitation – Design Phase – Preliminary design work in progress. No change
 - Security Gate Upgrades – Going back out to bid as those that came in are much higher than our budget (\$200K over budget)

MAINTENANCE OPERATIONS

- JHW/DKK – spring clean up
- JHW/DKK – Light and Sign repairs
- JHW/DKK – Ariel lift training
- JHW/DKK – Grass cutting – DKK is more ahead than JHW due to it being so wet at JHW
- JHW/DKK – bird issues continue. Trying to take care of them best we can
- JHW – Roof repairs
- DKK – Drain repairs

AIRPORT OPERATIONS

- Brian reviewed ADS-B recorded operations (combined arrivals and departures). Definite uptick in activity at both locations as we enter our busy season.

OTHER BUSINESS

- CONGRATULATIONS to our Mike Zamborik who has been chosen as Chautauqua County Fireman of the Year for his role in the major aircraft accident that took place in August of 2024. Mike was the first to respond getting the ball

rolling for the rest of the first responders, etc. This is quite an honor and we are all very happy for him!

LEGISLATIVE REPORT

- No update

STAKEHOLDERS' UPDATES

- Centric Aviation – None
- Civil Air Patrol – Her Cadets have participated in area parades including Falconer and Frewsburg, STEM Wars, and they will be at the Celeron Rib Fest for 4 days. One of her cadets is in the final steps of obtaining his pilot's license. Another cadent made Captain through the Amelia Earhart program. Having this under her belt will allow her to get into aviation programs at the college level easier than those coming in off the street, she could join the Air Force at a level E3, other military branches at E2 level, etc....
- CAS – None
- Chase Aviation – Brian said he has been busy. He currently has a LOI in to purchase Jim Paige's portion of the shared large hangar consisting of approximately 3,600 feet. Waiting on the approval of the ground lease with the County before the closing can take place. Sales are good. Waiting on the Big Beautiful Bill as that could mean changes for aviation sales companies. He is adding an additional aircraft to his "fleet". He also put in a bid for Hangar A (Luscombe) and is awaiting word on that. Jay Churchill inquired about what he will be using the Paige hangar for. Brian explained his desired purpose for it.

OTHER NEWS/UPDATES

- Basil & Bones – Brian shared that due to losing 2 of their most seasoned, long-term employees who they thought were going to run the restaurant for them, they have had to pull the plug on the lease. They had a 6-month lease which expired the end of March. The new lease was still in the process of being executed and therefore, they didn't have any commitment to the County. They have removed all of their belongings/equipment that they brought in and are hoping if they can find someone interested in managing the restaurant full time, they can come back in as they are still very interested in opening here. They will continue to be in touch with us.
- Fly In Breakfast presented by the Dunkirk-Fredonia Rotary will be held Sunday, July 20th from 8-Noon at the Dunkirk Airport. Phil Landy inquired what the fly in was about. Brian explained it's quite an event. Pilots fly in from all over, there are static displays for people to see, and last year they sold around 1,500 pancake breakfasts.

NEXT MEETING

- Discussion was had about the next meeting being July 2nd as it is during a holiday week. Everyone was in agreement that July 2nd will still work to hold the meeting so we will keep it as is.

Adjournment

- Meeting adjourned at 9:31am by way of motion from Jay Churchill, Second by Kyle Crandall, none opposed.