

AIRPORTS COMMISSION MEETING MINUTES

March 11, 2026

9:00AM

MEMBERS PRESENT: Jamie Gustafson, Chair, Kyle Crandall, Gary Hahn, Dalton Anthony

MEMBERS ABSENT: Jay Churchill, Greg Jones, Nathan Stock

GUESTS: John Machemer Deputy Director of DPF – Airports
Brian Bates, Assistant Manager - Airports
Nikki Adams Administrative Asst
Steven Barrett – Airport Operations
Mike Zamborik – Airport Operations
Tim Card – Director of DPF
Ellen Maternowski – Civil Air Patrol
Mike Kirchoff – Chautauqua Aircraft Sales
Brittany Beckstrom – Chautauqua Institution (new Airport Commission Member)
Randy Elf

CALL TO ORDER

Meeting called to order at 9:05am by Jamie Gustafson, Chair

APPROVAL OF FEBRUARY MINUTES

Motion made by Dalton Anthony, second by Kyle Crandall, none opposed

PRIVILEGE OF THE FLOOR

- NONE

AIRPORT MANAGERS REPORT

John reviewed the report with the group. Introduced Brittany Beckstrom and Gary Hahn. Advised that Gary is the newest member of the Airport Commission and Brittany will be appointed at March's Legislative meeting. Reviewed the ongoing projects and explained bid opening process to the group for the various projects going out to bid. Also discussed resolution amendments and the purpose for the amendments.

Financial Posture

- 16% of the budget through 2/28/2026 - \$244,433 of 1,541.243.

FBO Flowage

- January 2026 Flowage & Usage up at both airports for over 2025.

Regulatory Compliance

- Nothing to report

Grants

- Recently applied for grants for the following projects:
 - Rehabilitate Runway 15-33 Design Project DKK
 - Rehabilitate Taxiway B North Design Project DKK
- Plan to apply for the following additional grants:
 - Terminal Building Renovation Construction Project JHW
 - New Snow Removal Equipment (boom/plow truck combination)
 - Rehabilitate Runway 13/31 (CONSTRUCTION)

February Resolutions

- Renew and Amend resolution 221-24 Accept FAA and NYSDOT funds to rehabilitate Runway 13/31 pavement and reconstruction runway 13/31 lighting and signage – DESIGN

March Resolutions

- Authorize Public Hearing for MOA with FAA for NAVAIDS
- Renew and Amend Rehabilitate Runway 15-33 Design
- Renew and Amend Acceptance of Funds from FAA & NYSDOT for Design Phase of Project for Rehabilitation of Taxiway A West at DKK
- Renew and Amend Acceptance of Funds from the FAA and NYSDOT for Upgrade Security Gates (Design) at DKK
- Renew and Amend Acceptance of Funds from FAA and NYSDOT for Rehabilitate Taxiway B North (Design) at DKK

Business Development

- **Restaurant** – Archie's officially opened March 2nd and although the weather created a bit of a slow start, things are picking up DAILY and this past weekend, especially Sunday they were extremely busy! During the week, Matt is going to keep the menu somewhat standard with weekly breakfast and lunch specials. On the weekends he is going to offer some creative dishes. Example – this past weekend he did a Marinated Flank Steak on avocado toast with pickled onion, balsamic tomatoes, and hollandaise sauce, Duck breast eggs benedict, pastrami & swiss breakfast sandwich which everyone RAVED about! The food is amazing, the staff is super friendly, and the atmosphere alone is GREAT! He's planning a very unique grand opening with fly ins, etc...and has some other creative ideas to bring business to the airport. We are lucky to have someone so dedicated and excited!

Airports' project status

- JHW
 - **EAS Application** – Did receive word (thank you, Dalton!!) that Senator Schumer DID send a letter to Secretary Duffy in support of restoring EAS to Jamestown. This is HUGE! Jamie inquired about an advocate.....do we have one that can speak to Secretary Duffy, get in front of him and tell him how

very important restoring the service is? George Borrello? PJ? Jamie said she would be happy to go to Washington.....Dalton Anthony as well. Dalton said he would reach out to Senator Gillibrand's office and see if they can get something going since her office is the only one we have not heard from. He is also going to speak with Christina in Nick Langworthy's office to see if we can get some more help with the push from Nick. John shared that he and Brian did speak with someone from the DOT at the last conference they attended and in not so many words were told the application is in, we have no updates, and will get the same answers every time we ask so it's best to not waste time asking.....Brian and John both said it is very important to continue submitting letters of support through the website our application is on through the State. Jamie said we need to speak with David Hart from the Harbor Hotel and get him to write a letter of support as well. She is happy to reach out to him. Randy Elf said he will reach out to Senator Gillibrand's office as well.

- **Runway 13/31** – Held pre-bid meeting on 2/26. 3/13 planned bid opening.
- **Replace 34 Airfield Guidance Signs** – Hoping if weather starts to turn and things start to dry up, this project can get started early spring.
- **Terminal Building Rehabilitation** – Held pre-bid meeting 2/26. 3/13 planned big opening.
- **Terminal Apron Reconstruction** – resume project design in spring
- **Pursuing purchase of new snow removal equipment** – Bid issued with planned big opening 3/13.
- **Hangar L heat and Terminal building renovations (STATE ONLY)** – Design portion continues. Mapping of space has been completed. Still in early design stages.
- **DKK**
 - **Runway 06-24 Easement Acquisition/obstruction removal for approaches and RSA:** Currently working with legal. Have the easement offers ready to go with cover letters to each owner.
 - **Taxiway A (West) Rehabilitation** – Early stage of design continues
 - **Security Gate Upgrades** – Went out to bid. NONE returned. Planned meeting with FAA to discuss options on 3/10.
 - **Hangar 1 & 2 door replacement** – went out to bid and got 1 response

MAINTENANCE OPERATIONS –

- Brian reviewed what they've been doing this past month. Kudos to the guys on their dedication and willingness to come in. Late nights and early days. Replaced the gaskets on hangar L door. Replaced Kitchenette in maintenance garage.
- Welcomed a new employee – Matt Abbey. Came from the highway department and has been with the County for 18 years and is a very skilled equipment operator.
- John echoed what Brian said, can't thank them enough.

AIRPORT OPERATIONS

- John reviewed ADS-B Operations. Jamestown's box was still not working but Nikki spoke with the company and got it running the day of the meeting. Will have accurate numbers for the meeting next week.

LEGISLATIVE REPORT

- Thank you, Dalton for his assistance with reaching out to Schumer's office and his continued dedication to helping get EAS back!
- Jamie welcome Gary to the Commission. He talked a bit about his career and what brought him to the Comedy Center. We are very happy to have him aboard. Also re-introduced Brittany Beckstrom. She talked about her position at the Institution and the happenings going on. She's excited to come aboard.

STAKEHOLDERS' UPDATES

- **Civil Air Patrol** – Welcoming 4 new cadets this Thursday. Lots of events coming up. Lucille M. Wright museum update – recently received parts of the airplane from the wreck in Napoli. Also received a model plane/drone.
- **Chautauqua Aircraft Sales** – They have been super busy and things are going well
- **Archies Airport Diner** – As previously mentioned, things are going very well since opening. Continue to get busier every day. Hoping nicer weather will help that.

OTHER NEWS/UPDATES

- Air Show 2027 – We have chosen an Air Boss company from the recent RFP that went out. We are very happy with hi proposal and think he will do his best to make this show incredibly memorable and successful. Dalton inquired about how we will charge for tickets, etc...as he didn't think the County could make money off ticket sales, etc.....it is our understanding that it will be considered revenue for the County and the Airports and is ok. Will look into further. Have scheduled an airshow committee meeting for the 16th to go over the Air Boss contract and finalize some other things.
- Speaking about EAS, Kyle Crandall suggested something good – create a QR code for people to use with their smart phones that they can write GOOD reviews for the airport which will further help support the return of EAS. Maybe talk with Matt about somehow putting the QR code on placemats, etc.....he also asked if there was a map that could be shared with Brittany and Gary as new members so they can see exactly where everything is on the airport grounds. John is going to take them both for a tour and will gladly give each of them maps.

NEXT MEETING

- **April 1, 2026**

ADJOURNMENT

- Meeting adjourned at 9:49am by way of motion by Kyle Crandall, second by Dalton Anthony.