

Minutes
Public Facilities Committee
January 13, 2025, 4:00 p.m., Legislative Chambers
Livestreamed on YouTube
Gerace Office Building, Mayville, NY

Members Present: Heiser, Scudder, Nelson, Anthony, Buchanan

Others: Zink, Card, Fischer, Swan, Feldmann, Corwin, Songer, Zafuto, Marx

Complete video of meeting can be viewed on YouTube

Chairman Heiser called the meeting to order at 4:00 p.m.

Approval of Minutes (12/09/24)

MOVED by Legislator Scudder, SECONDED by Legislator Anthony to approve the minutes.

Unanimously Carried

Privilege of the Floor

No one chose to speak.

Proposed Resolution – Confirm Reappointments – Chautauqua County Landfill Commission –
Presented by James Feldmann, Executive Assistant to the County Executive

Unanimously Carried

Proposed Resolution – Authorize Lease of Office Space between the Chautauqua County Office for Aging Service and the City of Dunkirk – *Presented by Dana Corwin, Interim Director of Chautauqua County Office for Aging Services and Dianna Songer, Deputy Director of Finance for Human Services*

Unanimously Carried

Proposed Resolution – Authorize Legislation to Permit the Discretionary Discontinuance and Designation of Certain Select Lands for Parks and Reforestation Use in Chautauqua County – *Withdrawn by Sponsor*

Proposed Resolution – Authorize Home Rule Legislation to Discontinue the Use of Certain Selected Parks and/or Reforestation Lands in Chautauqua County – *Withdrawn by Sponsor*

Proposed Resolution – Authorize Commercial 5 Year Lease Agreement for a Portion of Parking Lot at the Chautauqua County - Jamestown Airport (JHW) – *Presented by Shannon Fischer, Manager of Airports*

“RESOLVED, *That the County Executive is authorized and empowered to execute a lease agreement with The New York State Department of Motor Vehicles, 6 Empire State Plaza, Rm. 224, Albany, New York 12228 for a proposed contract of 5 year term to include substantially the following terms and conditions:*”

Typo correction shown in italics

Unanimously Carried

Proposed Resolution – Authorize Lease Agreement at the Chautauqua County –Jamestown Airport (JHW) Terminal Building – *Presented by Shannon Fischer, Manager of Airports*

MOVED by Legislator Scudder, SECONDED by Legislator Anthony to Amend by Substitution – Unanimously Carried to Amend by Substitution

TITLE: Authorize Lease Agreement at the Chautauqua County -Jamestown Airport (JHW) Terminal Building with Penn Border Aviation, LLC

BY: Public Facilities and Audit & Control Committees:

AT THE REQUEST OF: County Executive Paul M. Wendel, Jr.:

WHEREAS, the County owns and operates the Chautauqua County Jamestown Airport in the Town of Ellicott in a manner that provides services and facilities on a non-exclusive basis for the general use of the public and to enhance current and future economic development in the County; and

WHEREAS, the County has received a request to lease office facilities at the Jamestown Airport main terminal building for the purpose of operating an aircraft maintenance business; and

WHEREAS, pursuant to Local Law 6-2000 a public hearing is not required for airport leases that have a term of less than one (1) year; therefore be it

RESOLVED, That the A Fund be appropriated as follows:

DECREASE THE USE OF FUND BALANCE:

A.5610.5610.917.0000 Unassigned Fund Balance – Unassigned Fund Balance \$600

; and be it further

RESOLVED, That the Director of Finance is hereby authorized and directed to make the following changes to the 2025 Adopted Budget:

INCREASE REVENUE ACCOUNT:

A.5610.5610.R177.0000 Departmental Income- Fees & Rental: Airport \$600

; and be it further

RESOLVED, That the County Executive is authorized and empowered to execute an agreement to lease office space with Penn Border Aviation, LLC in the Jamestown Airport main terminal in conformance with FAA regulations and to include substantially the following terms and conditions:

1. Term. Six months commencing on January 1, 2025, and terminating on June 30, 2025 with option to renew
2. Premises. Terminal Building Office No. 43, a 132 gross square foot office located at the Chautauqua County Jamestown Airport, with access to a private bathroom.
3. Payment. Tenant shall pay County a monthly fixed rental fee of One Hundred and No/100 Dollars (\$100.00).
4. Other. As negotiated by the County Executive.

Unanimously Carried as Amended

Proposed Resolution – Authorize Lease Agreement for Office Suite at the Chautauqua County Jamestown Airport Terminal Building to Chase Aviation Company, LLC. – *Presented by Shannon Fischer, Manager of Airports*

Unanimously Carried

Proposed Resolution – Authorize Public Hearing for Lease of Restaurant Facilities at Chautauqua County Airport – JHW to Basil & Bones – *Presented by Shannon Fischer, Manager of Airports*

MOVED by Legislator Scudder/SECONDED by Legislator Anthony to Amend by Substitution – Unanimously Carried to Amend by Substitution

TITLE: Authorize Public Hearing for Lease of Restaurant Facilities at Chautauqua County Airport – JHW to *Basil and Bones, Inc*

BY: Public Facilities and Audit & Control Committees:

AT THE REQUEST OF: County Executive Paul M. Wendel, Jr.:

WHEREAS, the County owns and operates the Chautauqua County Jamestown Airport in the Town of Ellicott in a manner that provides services and facilities on a non-exclusive basis for the general use of the public and to enhance current and future economic development in the County; and

WHEREAS, a public hearing pursuant to Article 14 of the General Municipal Law is required prior to approval of a lease of airport facilities; therefore be it

RESOLVED, That pursuant to General Municipal Law, a public hearing on the proposed lease agreement for the restaurant space with *Basil and Bones, Inc*, to include substantially the following terms and conditions, shall be held at 6:35 p.m. during the meeting of the Chautauqua County Legislature to occur on February 26, 2025, in the Legislative Chambers, Gerace Office Building, Mayville, New York 14757:

1. Term. One Year, commencing on April 1, 2025. An extension term will be subject to approval by the County Legislature at end of one year term (March 31, 2026).
2. Premises. County Terminal Building Restaurant comprising 2,909 gross square feet of open floorplan office. County, at no additional cost to Lessee, shall provide for the exclusive use of parking adjacent to Terminal building next to restaurant door entrance directly to the outside.
1. Payment. Tenant shall pay County a monthly fixed rental fee of Seven Hundred Fifty and no dollars (\$750)
2. Other. As negotiated by the County Executive.

; and be it further

RESOLVED, That the Clerk of the Legislature is authorized and directed to publish notice of this hearing at least ten (10) days prior thereto in the official newspapers of the County of Chautauqua.

Unanimously Carried as Amended

MOVED by Legislator Scudder, SECONDED by Legislator Nelson to adjourn.
Unanimously Carried (4:25 p.m.)

Respectfully submitted and transcribed,
Olivia Lee, Clerk of the Legislature/Kristi Zink, Deputy Clerk of the Legislature