

AIRPORTS COMMISSION MEETING

April 3rd, 2024

9:00AM

Members present: Phil Landy, John Watkins; John Shedd, Greg Jones

Members absent: Jay Churchill; Dave Wilfong- Commission Chair, Kyle Crandall

Guests: Timothy Card, Shannon Fischer, Brian Bates, LCOL Ellen Maternowski, Mike Kirchhoff, Maggie Richardson; Brian Chase, Tim Troutman, Randy Daversa (Jamestown City Council)

CALL TO ORDER

The meeting was called to order at 9:03AM by Phil Landy, Legislator

APPROVAL OF MINUTES

The minutes of the Commission Meeting for March 2024 were approved following a motion made by Phil Landy and second by Greg Jones

FIRST PRIVILEGE OF THE FLOOR

- Randy Daversa, Jamestown City Council representative discussed the reason for his attendance was to hear about the solar eclipse event and the plans that have been made.

AIRPORT MANAGERS REPORT

Financial Posture

- On track for 2024, even with unanticipated solar eclipse event expenses.

FBO Flowage

- Fuel Flowage is down at Jamestown airport but is up in DKK, compared to 2023 numbers.

Regulatory Compliance

- N/A

Grants

- N/A

Resolutions

- Solar MOU – DKK – Draft has been revised based on suggestions from Legislature.
- DKK Hangar Doors
- JHW – NYS Terminal Renovations

Business Development

- Solar Eclipse events – will be held April 7th and 8th
 - Final Meeting with our committee will be today right after this meeting
 - We have approximately 30 reservations for aircraft. We are anticipating the in the next few days we will double that number.
 - We will be closing down the Crosswind runway and using it to park the airplane.
 - Discussion of opening Hangar C for parking of some of the aircraft.
 - We have a carts bus that will Pick up the pilots and their passengers and bring them to the terminal building.
 - We will have approximately 14 vendors outdoors, ranging from Food trucks, axe throwing and Beer Tent and 24 vendors inside that are basically crafters.
 - We will be proving a set up time of 3-6pm on Saturday. The vendors will be here 9-5 both Sunday and Monday and our pancake breakfast will start at 7:00AM until 12:00pm both days.
 - Discussion of Parking and allowing parking off the road on West Oak Hill.
 - We will be having a Ambulance and EMT service this event from Fluvanna Fire Hall.
 - We will have a DJ both Sunday and Monday and will be able to utilize him for announcements.
 - We may be closing the Airport one hour before the event and one hour after the event.
 - Discussion of the viewing area and will allow people to set up their chairs and blankets in advance.
 - Discussion of Chautauqua Institution will be having 2 different events going on. We have not received any reservations for those aircraft to land.

Capital projects Status

- Correction on manager's report. The ATV is for Dunkirk not Jamestown

Discussed Project status at each airport - **Some notable items are as follows.**

- JHW
 - Air Service recovery Program there has not been a meeting in a few weeks.
 - Fence project
 - Phase 1 – 99.9% complete
 - Phase 2 – On going
- DKK
 - Hangar –is complete and centric has a new tenant as of May 1st.
 - Runway 15-33 Lighting project – Started 3/18
 - Taxiway A – To Begin, Mid May

Maintenance Operations

Brain Bates, Assistant manager of airports reviewed his report. Some notable items are as follows.

- The crew has spent a lot of time getting things ready for the Solar eclipse event.
- Have still been removing snow.
- Have been getting the summer equipment ready to go

Other Business

Shannon Fischer, Airport Manager

- Discussed Brian Bates and herself attended the Hershey Conference and the airport operations crew will be attending the snow symposium April 22nd - 24th

LEGISLATIVE REPORT

- Legislator Phil Landy discussed the \$200,000 emergency service award to Chautauqua County.
- Discussion of need of having the county over prepared for the Solar Eclipse rather than under prepared.

SECOND PRIVILEGE OF THE FLOOR

- Randy Daversa, Jamestown City Council asked about the designated time for the Solar Eclipse Breakfast and Vendors. Also asked the Time of the Dedication ceremony for Joe Minarovich.
- Randy Daversa announced the City Council has cancelled their regular scheduled meeting for April 8th

OLD BUSINESS

- Mike Kirchoff, Centric aviation, discussed the amount of phone calls and reservations for the eclipse event.

NEW BUSINESS

None.

NEXT MEETING

The next Commission meeting is May 1st at 9:00AM

ADJOURN

The meeting was adjourned at 9:45AM on a motion from Phil Landy and second by Greg Jones

Respectfully Submitted
Maggie Richardson
Administrative Aide
Chautauqua County Airports