

Buildings and Grounds Committee Minutes  
May 4, 2015 - 4:00 p.m.

Present: Chairman Peck; Supervisors Jenkins, Raymond, Ziegler, Allen, Lawler, Lewza and Collyer; Spencer Hellwig, Administrator; Steve Dorsey, County Attorney; Michael Churchill, McFarland Johnson; Tom Speziale, Keith Manz, Public Works.

Chairman Peck called the meeting to order and welcomed all in attendance.

**On a motion made by Mr. Lewza, seconded by Ms. Raymond the minutes of the March 11, 2015 meeting were approved unanimously.**

Mr. Churchill said the Airport Master Plan is still in a holding pattern. The FAA has had the draft report for several months, and asked for some minor changes to a taxiway alignment, which was submitted to them. Mr. Churchill said he doesn't expect any major issues and expects that the report will be forthcoming soon.

Mr. Churchill said the wildlife hazard assessment has been forwarded to the FAA with the study concluded in October 2014. He said he is waiting for the final comments, but that recommendations are along the lines of more regular mowing. He said along the northwest corner of the airport there are a number of holes underneath the fence where wildlife has gotten in; therefore, a recommendation has been made to put a fence below ground in that area.

Mr. Churchill said the Rotating Beacon obstruction removal where trees were to be removed around the Rotating Beacon, has been done. There will be a final inspection walk through with Mr. Speziale and the contractor in the next couple of weeks to wrap things up.

Mr. Churchill said his office has pursued acquiring a small parcel and/or easement which is known as the Rowland Hollow Water Works consisting of approximately .77 acres, coming to agreement with the landowner, where they will be selling the property to the county.

**A motion was made by Ms. Raymond, seconded by Mr. Ziegler to authorize the county to acquire a .77 acre parcel adjacent to runway 23, which is currently owned by Rowlands Hollow Water Works. Unanimous.**

Mr. Lawler requested a plot plan be distributed to all committee members for their review.

Mr. Churchill said the NYS DOT notified the county in December 2014 that they are going to receive a grant to design and construct a small hanger at the airport. It is expected the project will be designed and constructed in late 2015. The project will be 90% funded by DOT. Mr. Speziale said the county will own the hanger and North American will lease it.

Mr. Manz said North American would like to sublet a portion of the East Facility at the airport to RYH Enterprises, LLC for the purpose of operating a café. The following items were proposed for the resolution.

- a. North American Flight Services to sublease the premises to RYH Enterprises LLC for the purpose of operating a café.
- b. The alternations for the café were previously approved by the committee at the February 2, 2015 meeting; however, since a resolution is needed for the sublet, the county attorney recommends that the approval for the alternations also be included in this resolution.
- c. Delegating to the Buildings and Grounds committee the authority to approve on behalf of the County all matters that require County approval in the NAFS leases.

Mr. Lawler expressed his concerns with liability to the county since alcohol will be served. He asked that the resolution be approved contingent that the insurance policy has an additional insured in an amount recommended by the insurance carrier.

Mr. Hellwig said all the operations are covered by North American. The county does not have any exposure related to the planes and their activities.

**A motion was made by Mr. Lawler, seconded by Mr. Lewza to approve a sublease to RYH Enterprises LLC, approve alternations to the property to build the café, and that matters that require county approval for changes, means full Board approval, and includes hours of operation, insurance and signage. Unanimous.**

Mr. Manz said the Gateway House of Peace did some work on their existing well which cost \$2,138. Mr. Speziale said Public Works received a letter from the attorney for Gateway House of Peace asking the county to pay for the repairs.

Mr. Manz said there is a water main on the other side of the road that would cost approximately \$5,000 to \$6,000 to hook up to. A request has been made for the county to pay for this hookup.

After discussion and review of the lease agreement with the County Attorney the committee agreed that no action should be taken.

After discussion it was decided that the tour of the Airport would take place on May 29th at 2:30pm. Mr. Peck said that all Supervisors are invited to attend.

**On a motion made by Mr. Jenkins, seconded by Mr. Lewza the meeting was adjourned unanimously.**

Respectfully submitted,  
Chris Sansom