



**January 21, 2021**

**Meeting Minutes**

**CALL TO ORDER**– Chair, Carl Blowers, called the meeting to order at 9:01 AM via teleconference, due to NYS public meeting restrictions put in place because of COVID-19.

**ATTENDANCE**

**Chemung County** – Tom Tranter; Joe Roman; Dawn Burlew; Aaron Dowd; Vinnie Azzarelli; Randy Reid; Michael Collins; Ernie Hartman

**Schuyler County** – Kristin VanHorn; Tim O’Hearn; Chad Hendrickson; Carl Blowers; Judy McKinney Cherry; Phil Barnes

**Steuben County** – Heather Reynolds; Bob Nichols; Jenn Miller; Jamie Johnson; Matt Sousa; Jack Wheeler

**STC Staff** – Chelsea Robertson; Victoria Ehlen; Brittany McKerlie; Yvonne Terwilliger; Janet Thigpen; Courtney Cornell

**WELCOME/INTRODUCTIONS** – The following new Board members were welcomed and introduced: Aaron Dowd and Vinnie Azzarelli from Chemung County.

**APPROVAL OF THE MINUTES** – On a motion duly made (VanHorn /Miller) and carried, the minutes of the November 19, 2020 meeting were approved.

**COMMITTEE REPORTS**

**BUDGET AND PERSONNEL COMMITTEE**

- a) **Open Budget Issues** – Carl Blowers said the committee decided that there needs to be more communication between the three counties because there are some questions of communication for 2020 and what is allocated for the 2021 budget and what are the plans going forward. Tim O’Hearn, Schuyler County Administrator, will set up a meeting with the other two county executives to discuss the financial issues regarding apportionment. Chemung County also has questions/concerns about GIS billing.
- b) **County Dues and Membership** – A draft document was shared with the Board that explains how STC will handle the fact that after the 2021 budget was adopted in November 2020, and was based on a 40/40/20 split among the three counties, in December Chemung County reduced the amount they will pay to STC in dues to 75% of what they owe. STC will move forward with ARC and EDA programs as normal in light of the reduced county dues that will be received in 2021. A motion was duly made (McKinney Cherry/VanHorn) and carried, to accept the draft and make it a final document.

- c) **Creation of New By-Law Review Committee for 2021** - Because our current By-Laws haven't changed since 2008 and don't address the situation of partial payment of dues, after much discussion it was agreed that we would create a By-Law Review Committee made up of the Chair, Vice Chair, and one representative from each of the three counties. Vinnie Azzarelli shared his concerns about the billing process. He stated that Chemung County feels that funding should be representative of the population of the counties. A motion was duly made (Azzarelli/VanHorn) and carried, to create a new By-Law Review Committee.
- d) **Nominating Committee** – The committee is currently made up of Tim O'Hearn, Jack Wheeler and Tom Tranter along with the chair and the vice chair. On a motion duly made (VanHorn/Miller) and carried, the members of the Nominating Committee were approved.
- e) **Committee Appointments** – Chelsea asked the board members to let her know what committees they are interested in. Appointments will be made at the Annual Meeting in February.

## AUDIT COMMITTEE

- a) **Abstract of Claims** – The audit committee reviewed abstracts totaling \$40,001.13. On a motion duly made (Tranter/Barnes) and carried, the abstracts were approved.

## REGIONAL PROGRAM ACTIVITIES

### 1) Intergovernmental Reviews – Janet Thigpen

- a) **Airport Improvement Program (Elmira Corning Regional Airport)**  
**2023 Acquire AFFF Foam Testing Equipment**  
 Project Applicant: Chemung County  
 Description: Acquisition of the AFFF input based testing equipment would allow required testing to be conducted without discharging to the surface, which is an environmental concern, when performing the testing of its Aircraft Rescue and Firefighting Equipment.  
 Federal Agency: Federal Aviation Administration  
 Cost: Federal: \$36,000.00 Applicant: \$2,000.00 State: \$2,000.00 Total: \$40,000.00
- b) **2024 Reconstruct Taxiway A and Lighting (Section A-5) – Design**  
 Project Applicant: Chemung County  
 Description: Design for reconstruction of a 100' x 75' portion of Taxiway A. Project includes new pavement markings, replacement of cable and counterpoise, and light bases. Extra light fixtures will be installed on the new bases. The project includes miscellaneous drainage improvements.  
 Federal Agency: Federal Aviation Administration  
 Cost: Federal: \$135,900.00 Applicant: \$7,550.00 State: \$7,550.00 Total: \$151,000.00
- c) **2025 Conduct Obstruction Study**  
 Project Applicant: Chemung County  
 Description: This project involves conducting an airport wide obstruction study. The study will identify and prioritize obstruction removal projects.  
 Federal Agency: Federal Aviation Administration  
 Cost: Federal: \$135,000.00 Applicant: \$7,500.00 State: \$7,500.00 Total: \$150,000.00

- d) 2026 Reconstruct Echo Apron and Lighting – Design**  
Project Applicant: Chemung County  
Description: This project involves reconstruction of an approximately 25,000 square foot Echo Apron including apron edge lights and guidance signs. The project also includes drainage improvements. The Echo Apron was last rehabilitated in the late 1990's.  
Federal Agency: Federal Aviation Administration  
Cost: Federal: \$203,400.00 Applicant: \$11,300.00 State: \$11,300.00 Total: \$226,000.00
- e) 2027 ARFF Facility Rehabilitation – Design**  
Project Applicant: Chemung County  
Description: This project involves design for rehabilitation of the existing approximately 4,000 square foot ARFF facility.  
Federal Agency: Federal Aviation Administration  
Cost: \$180,000.00 Applicant: \$10,000.00 State: \$10,000.00 Total: \$200,000.00
- f) 2028 Install Passenger Boarding Bridge – Design**  
Project Applicant: Chemung County  
Description: This project is for design, bidding and award of a Passenger Boarding Bridge.  
Federal Agency: Federal Aviation Administration  
Cost: \$45,000.00 Applicant: \$2,500.00 State: \$2,500.00 Total: \$50,000.00
- g) 2101 Corning-Painted Post Airport Runway 13-31 Rehabilitation (Design)**  
Project Applicant: Town of Erwin, IDA  
Description: The project will design the rehabilitation of Runway 13-31 (3,850' x 75') and runway/taxiway intersections. Improvements will include milling the pavement surface, crack repair (as necessary), placement of asphalt overlay, and new pavement markings.  
Federal Agency: Federal Aviation Administration  
Cost: Federal: \$118,227.00 Applicant: \$6,569.00 State: \$6,568.00 Total: \$131,364.00
- h) 2102 FFY 20-21 NYS Water Quality Management Planning Program**  
Project Applicant: NYS Department of Environmental Conservation  
Description: The Division of Water will continue its work to restore and protect New York's watersheds by increasing public awareness and understanding of issues. The Division of Water will also continue to implement a State water quality standards program. In addition, the funding would be used to continue ongoing work developing total maximum daily loads or alternative restoration approaches for impaired waters that will achieve water quality standards.  
Federal Agency: Environmental Protection Agency  
Cost: Federal: \$1,771,000.00 State: 0 Total: \$1,771,000.00
- i) 2103 Corning-Painted Post Regional Airport Improvement Program  
Sanitary Sewer Connection – Construction**  
Project Applicant: Town of Erwin, IDA  
Description: This project will remove an existing septic system in service for the terminal building. The sanitary septic system will be replaced with a sanitary lateral connection, approximately 1,000 feet, to a recently installed municipal sanitary sewer system on Victory Highway.  
Federal Agency: Federal Aviation Administration  
Cost: \$108,000.00 Applicant: \$6,000.00 State: \$6,000.00 Total: \$120,000.00

On a motion duly made (McKinney Cherry/Barnes) and carried, the intergovernmental reviews were approved.

**OTHER BUSINESS**

1) **Next Board Meeting** – The next meeting will be our Annual Meeting on February 18, 2021.

**ADJOURN** - On a motion duly made, (Tranter/OHearn) and carried, the meeting adjourned at 9:52 a.m.

Respectively submitted,  
Yvonne Terwilliger  
Executive Assistant

