

WARREN COUNTY DPW- AIRPORT COMMITTEE MEETING

Tuesday, November 29, 2011

9:30 am

AGENDA

CALL TO ORDER..... Chairman Dan Belden

APPROVAL OF MINUTES..... Chairman Dan Belden

NEW BUSINESS..... Chairman Dan Belden

Page #

1 (R) Authorizing Letter of Intent – VMJR Development..... Jeff Tennyson

2 (R) Closeout Airport Reserve..... Jeff Tennyson

4 (R) Establish Capital Project (Terminal Roof Replacement)..... Jeff Tennyson

5 (R) Establish Airport Reserve (Repair & Improvements)..... Jeff Tennyson

6 (R) Authorizing Payment to GA Bove for Kerosene..... Jeff Tennyson

OLD BUSINESS..... Chairman Dan Belden

REFERRALS (page 10)..... Chairman Dan Belden

PRIVILEGE OF THE FLOOR..... Chairman Dan Belden

ADJOURNMENT..... Chairman Dan Belden

①

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: DPW - Airport

DATE: 11/29/11

- (a) Purpose of Request: To authorize the Chairman to sign a letter of intent relevant to the VMJR proposed commercial development adjacent to the Floyd Bennett Memorial Airport.

- (b) Details: The letter of intent establishes a framework for future negotiations and allows the proposed development to proceed thru the planning process. Major components of the letter of intent include:
 - 1. County intends to grant access across County property from the proposed development site to Queensbury Ave.
 - 2. Expenses related to the construction of the access road would be the responsibility of the developer.
 - 3. New access road would be constructed to municipal standards and become a municipal roadway.
 - 4. Access road would be contingent on both parties agreeing to terms related to an aviation easement over the proposed development that would address Runway Protection Zone and Part 77 Flight Surfaces for the future 1000 foot extension of the main runway.

- (c) Previous Resolution Number: NA

②

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: DPW - Airport

DATE: 11/29/11

- (a) Purpose of Request: To Closeout the existing Airport Reserve for Planning and Improvements

- (b) Details: The current reserve is obsolete to the needs of the County Airport. The Superintendent recommends closeout of the existing reserve and establishment of a new reserve for airport repair, upgrade and replacement projects. Existing funds in the reserve would be transferred to the General Fund for appropriation to a new reserve.

- (c) Previous Resolution Number: 481 of 1989

December 15, 1989

ESTIMATED REVENUES

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.599	Unappropriated Surplus	\$300,000.00

APPROPRIATIONS

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.9950 10 910	Transfer to Capital Fund	\$300,000.00

and be it further

RESOLVED, that the Warren County budget for 1989 is hereby amended accordingly.

Roll Call Vote:
 Ayes: 998
 Noes: 0
 Absent: 0
 Adopted.

RESOLUTION NO. 480 OF 1989

Resolution introduced by Supervisors Demboski, Barton, Bolton, Murphy, Hogan, Martin and Tessier

ESTABLISHING CAPITAL RESERVE FUND - BRIDGE REPLACEMENT & REPAIR AND AMENDING BUDGET FOR 1989

RESOLVED, that the Board of Supervisors of the County of Warren does hereby establish a Capital Reserve Fund - Bridge Replacement & Repair for Warren County as follows:

1. Capital Reserve Fund - Bridge Replacement & Repair is hereby established.
2. The estimated maximum cost for such Bridge Replacement & Repair is the amount of Two Million Dollars (\$2,000,000.00).
3. The proposed method of financing such Capital Reserve Fund consists of the following:
 - a. The sum of Two Million Dollars (\$2,000,000.00) shall be provided from unappropriated surplus, and be it further

RESOLVED, that the Warren County Treasurer be, and he hereby is, authorized and directed to transfer such unappropriated surplus funds into Capital Reserve Fund - Bridge Replacement & Repair, and be it further

RESOLVED, that the Warren County Treasurer be, and he hereby is, authorized and directed to amend the Warren County budget for 1989 by increasing estimated revenues and appropriations as follows:

ESTIMATED REVENUES

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.599	Unappropriated Surplus	\$2,000,000.00

APPROPRIATIONS

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.9950 10 910	Transfer to Capital Fund	\$2,000,000.00

December 15, 1989

and be it further
RESOLVED, that the Warren County budget for 1989 is hereby amended accordingly.

Roll Call Vote:
 Ayes: 998
 Noes: 0
 Absent: 0
 Adopted.

RESOLUTION NO. 481 OF 1989

Resolution introduced by Supervisors Demboski, Barton, Bolton, Murphy, Hogan, Martin and Tessier

ESTABLISHING CAPITAL RESERVE FUND - AIRPORT PLANNING/IMPROVEMENT AND AMENDING BUDGET FOR 1989

RESOLVED, that the Board of Supervisors of the County of Warren does hereby establish a Capital Reserve Fund - Airport Planning/Improvement for the Warren County Airport as follows:

1. Capital Reserve Fund - Airport Planning/Improvement is hereby established.
2. The estimated maximum cost for such Airport Planning/Improvement is the amount of Fifty Thousand Dollars (\$50,000.00).
3. The proposed method of financing such Capital Reserve Fund consists of the following:
 - a. The sum of Fifty Thousand Dollars (\$50,000.00) shall be provided from unappropriated surplus, and be it further

RESOLVED, that the Warren County Treasurer be, and he hereby is, authorized and directed to transfer such unappropriated surplus funds into Capital Reserve Fund - Airport Planning/Improvement, and be it further

RESOLVED, that the Warren County Treasurer be, and he hereby is, authorized and directed to amend the Warren County budget for 1989 by increasing estimated revenues and appropriations as follows:

ESTIMATED REVENUES

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.599	Unappropriated Surplus	\$50,000.00

APPROPRIATIONS

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.9950 10 910	Transfer to Capital Fund	\$50,000.00

and be it further
RESOLVED, that the Warren County budget for 1989 is hereby amended accordingly.

Roll Call Vote:
 Ayes: 998
 Noes: 0
 Absent: 0
 Adopted.

RESOLUTION REQUEST FORM NO. 8

*Request to Establish Capital Project or Capital Reserve Project**

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: DPW

DATE: 11-29-11

- (a) Exact Title and Number of Project (must be obtained from Treasurer's Office): Airport Terminal Roof H330.9550.280
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project?
- (d) Amount of Project: Estimated \$150,000
- (e) Source of Funding (including name & title of codes, etc.):
General Fund monies recovered from the closure of existing airport reserve.
- (f) Purpose of Establishment: All expenses related to the Removal and replacement of the Airport Terminal Roof.

RESOLUTION REQUEST FORM NO. 20

5

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: DPW - Airport

DATE: 11/29/11

- (a) Purpose of Request: To establish an Airport Reserve for repair, upgrade, replacement, new installation and expansion projects.

- (b) Details: Reserve would be used for Airport projects relating to repair, upgrade, replacement, new installation and expansion projects. Initial funding would be the remainder of funds liquidated from the existing reserve for Airport Planning and Improvement.

- (c) Previous Resolution Number: NA

RESOLUTION REQUEST FORM NO. 20

6

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: DPW - Airport

DATE: 11/29/11

- (a) Purpose of Request: To authorize payment to GA Bove for kerosene delivered the day after contract expiration.

- (b) Details: The existing kerosene contract expired 10/31/11. GA Bove delivered kerosene to the airport on 11/1/11. The fuel could not be removed and resold from the airport tanks due to contamination concerns. Pricing was adjusted to the current contract rate. Requesting authorization to pay GA Bove invoices totalling \$1,328.51.

- (c) Previous Resolution Number: NA



76 Railroad Street
Mechanicville, NY 12118

(518)664-5111

Fax (518)664-6463



Invoice Date

11/01/11

Customer #

20361

FLOYD BENNETT MEMORIAL AIRPORT
4028 MAIN STREET
WARRENSBURG, NY 12885

Terms

Thank you for your continued prompt
payments.

We appreciate your business.

TEAR ON DOTTED LINE AND RETURN TOP PORTION WITH YOUR PAYMENT

Date	Ticket #	Description	Quantity	Unit	Debit	Tax	Credit	Balance
11/01/11	410067	KERO DYED MUNI BILLIN Tank Ser# and Description BR/MaintShop	166.90	4.0615	\$677.86			\$677.86
						PO#		

Invoice Total
\$677.86



76 Railroad Street
Mechanicville, NY 12118

(518)664-5111

Fax (518)664-6463



INVOICE

Invoice Date 11/01/11	Customer # 20362
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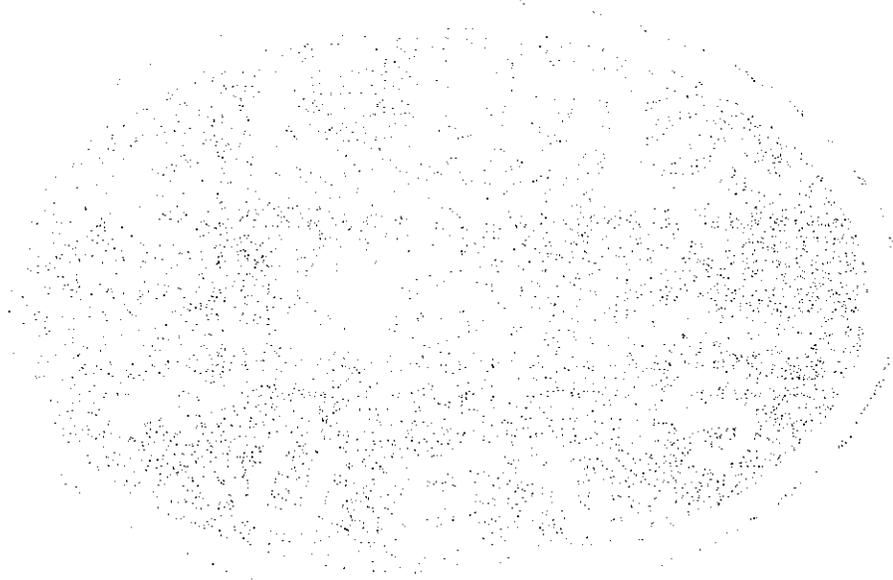
FLOYD BENNETT MEMORIAL AIRPORT
4028 MAIN STREET
WARRENSBURG, NY 12885

Terms

**Thank you for your continued prompt
payments.
We appreciate your business.**

TEAR ON DOTTED LINE AND RETURN TOP PORTION WITH YOUR PAYMENT

Date	Ticket #	Description	Quantity	Unit	Debit	Tax	Credit	Balance
11/01/11	410068	KERO DYED MUNI BILLIN Tank Ser# and Description BL/ARFF Bldg	160.20	4.0615	\$650.65			\$650.65
						PO#		



Invoice Total
\$650.65

REFERRALS - DECEMBER 2011

AIRPORT:

- 1) Further information to be provided relative to the possible procurement of an easement on the Forest Enterprise Parcel, or a potential exchange of properties, at a future Committee meeting, subsequent to additional meetings with the property owner. (09.01.11)