

**Essex County Airport Authority Meeting  
February 10, 2022**

**Present**

Mike Maurer, Vice Chairman  
John McDonald  
James Acors  
Jim Evans  
Sara West  
Jeff Tarkington, Talbert and Bright

**Visitors**

None.

**Request for Changes to and/or approval of the Agenda**

None. Agenda approved as set.

**Presentations**

None.

**Executive Session**

None.

**Approval of Minutes of the January 13, 2022 Meeting**

A motion was made and seconded to approve the January 13, 2022 meeting minutes.  
The motion carried unanimously.

**Public Comment**

None.

**Anticipated Action Items**

None.

**Consultant's Report**

Jeff Tarkington of Talbert and Bright stated there is a new Director of Aviation for the State of Virginia – Greg Campbell from Weyers Cave, Virginia. He noted that Mr. Campbell has a great deal of aviation experience.  
Mr. Tarkington stated the FAA is continuing with the design and mitigation work for the parallel taxiway extension project. It was noted that hopefully with things moving on time as they are, by first Quarter of 2023 bids will be requested and September – October of 2023 construction can begin.

The Authority was reminded of the future meetings for the DOAV.  
The Spring Aviation Workshop will be held May 24 and 25, 2022 in Staunton, Virginia.  
The Annual conference is scheduled for August, 2022.  
Conference information and registration details will be on the State website shortly.  
The airport manager will be attending these meetings.

### **Airport Manager's Report & Recommendations**

Mr. Evans reported jet fuel sales were up and 100LL sales were in January.  
He noted there is a storage room available for rent with several prospects interested.  
The fire alarm box has one line with a problem which is due to have the assessment and repair done. The emergency portion to contact the fire department is in good operation.

A list for emergency contacts for the airport was discussed and it was confirmed that Mr. Evans is the first in line of contact as the Manager. At his authorization, others in line to contact would be notified as needed.

Mr. Evans reminded the Authority of the Pilots' Social on Saturday, February 19 at 5pm.

### **Treasurer's Report**

Mrs. West reviewed the budget report for January 2022.

It was noted there was an FAA grant reimbursal for \$32,000 and a DOAV reimbursal for \$1,843.

The Airport Liability Insurance 2022-2023 renewal for \$7,951 was paid.

The report was approved as presented.

### **Legal Counsel Report**

None.

### **Old Business**

#### **Hangar update**

All hangars are full with a waiting list of 13.

#### **Beacon light status**

Mr. Tarkington stated the funding for the repair/replacement would be determined after the State Board meeting in May 2022. It is anticipated the funding would be 80 percent by the State and 20 percent by the Airport. There will be an update at the June 2022 Board meeting.

#### **Land lease project**

To be updated at the March meeting of the Authority.

## **New Business**

The FAA and DOAV presented their review of the Annual Capital Improvement Plan (ACIP) Fiscal Years (FY) 2022-2027 for the Tappahannock- Essex County Airport. It was conducted via conference call at 11:00 am which followed the adjournment of this monthly meeting. Those in attendance from the FAA and DOAV:

John Robinson- FAA; Scott Denny-DOAV; Amy Well-DOAV; Steve Lambert- Talbert and Bright Consultants; Jeff Wellman- Talbert and Bright Consultants; Jeff Tarkington- Talbert and Bright Consultants, conducting the meeting. Members of the Airport Authority Board were also in attendance.

**The Next Authority Monthly Meeting is scheduled for March 10, 2022 at 9:00 AM**

**Adjournment** – a motion was made and seconded to adjourn the Airport Authority Board meeting at 10:37 am.

Respectfully submitted,  
Sara West  
Secretary/Treasurer  
February 10, 2022