

**Essex County Airport Authority Meeting  
March 10, 2022  
9:00 am**

**Present**

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

**Visitors**

Alvin Lynn

**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 February 10, 2022 Meeting**

A motion was made and seconded to approve the February 10, 2022 meeting minutes. The motion carried unanimously.

**Public Comment**

None.

**Anticipated Action Items**

None.

**Consultant's Report**

Jeff Tarkington of Talbert and Bright updated the Board on the continuing FAA process with the design and mitigation work for the parallel taxiway extension project. There will be another progress report presented at the next Board meeting in April. The State Aviation conference is scheduled for May 2022 and Mr. Evans will attend.

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

Mr. Evans reported fuel prices are increasing and a fuel order will be placed soon. He noted several major repairs for the airport property which will need to be done as soon as possible:

The airport wind sock on the runway had been destroyed in storm high winds and will need to be replaced. The replacement is required to be changed to the LED version, now required, and is quoted at \$8,707. A grant reimbursement eligibility will have the airport responsibility for 20% being approximately \$1,700.

The fire alarm panel in the terminal building is not working properly and also needs to be replaced immediately. The quote is \$3,586. The airport is responsible for 10% of the cost, \$367, with a grant reimbursement available.

The terminal's eastside HVAC system is not working and there is no repair, as the Freon it has is not used any longer. Three quotes will be acquired and, so far, costs quoted have been \$28,000 and to approximately \$40,000. A grant reimbursal will help with cost, and the airport portion is 20% of the cost. The quotes will be discussed at the April Board meeting.

Mr. Evans noted the update on the beacon replacement will be at the May meeting following a report from the FAA.

There will be an agenda item for discussion at the April meeting on the need for the fuel farm repair.

### **Treasurer's Report**

Mrs. West reviewed the budget report for February 2022.

It was noted there was an FAA grant reimbursal for \$14,062.

Expenditures were normal for the month.

The report was approved as presented.

### **Legal Counsel Report**

None.

### **Old Business**

#### **Land lease project update**

This item was moved to the April 2022 Board meeting.

### **New Business**

#### **Community Leaders Meeting with Senator Mark Warner**

Mrs. West attended the meeting on behalf of the Airport Authority on February 22, 2022 at the Tappahannock Essex Volunteer Fire Department. Senator Warner conducted an overview of Congressional happenings and discussed the current Russian-Ukraine situation. The Senator held a brief question and answer session with the various leaders on issues they are facing with local internet establishment, problems with high fuel costs, supply chain shortages and increased crime affecting residents in the Northern Neck community. Mrs. West also met with Mr. Warner's aide, Randy Moore, and gathered information for the airport's need to determine types of projects available for use of federal grants being awarded the airport in the near future. Research and follow-up will take place with Mr. Moore.

**The Next Authority Monthly Meeting is scheduled for April 14, 2022  
at 9:00 AM**

**Adjournment** – a motion was made and seconded to adjourn the Airport Authority Board meeting at 9:58 am.

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