

**Essex County Airport Authority Meeting
October 13, 2022
9:00 am**

Present

Barry Bates
Mike Maurer
John McDonald
Sara West
Jim Evans
Steve Lambert - Talbert & Bright

Visitors

None

Request for Changes to and/or approval of the Agenda

None.

Presentations

None.

Executive Session

None.

Approval of Minutes of the September 8, 2022 Meeting

A motion was made and seconded to approve the September 8, 2022 meeting minutes.
The motion carried unanimously.

Public Comment

None.

Anticipated Action Items

None.

Consultant's Report

Steve Lambert, of Talbert and Bright Consultants, confirmed the Parallel Taxiway project is definitely on schedule. 90% of the plans and specs are being submitted to the FAA and DOAV for their approval. The project is expected to be a 10-12 month construction until completion.

Updates will continue through the first months of 2023.

Mr. Lambert also noted the annual ACIP meeting with the FAA and DOAV is to be scheduled possibly at the January 2023 Board meeting. This meeting is a review of plans for the airport for the next 6 years.

Airport Manager's Report

Mr. Evans, Airport Manager, noted activity has been down for the month.

Hangars are full with a waiting list of 16.

He stated there had been extensive crop dusting and seeding work being flown out of the airport this month.

Treasurer's Report

Mrs. West reviewed the September Budget.

There were two grant reimbursements received for the month. The DOAV reimbursed \$7,326. The FAA reimbursed \$21,583.

There were \$4,549 in building and grounds maintenance for the month, which included \$1,750 for storage room water tank replacement, \$253 for heating and air repair, \$88 for airplane oil purchase, and Purvis fuel system filters replacement for \$2,524.

The annual audit has been completed and the final copies should be sent soon.

The Treasurer noted the lease files are update.

There were no questions to the report and it was approved as presented.

Legal Counsel Report

None.

Old Business

Hangar Leases

The Board was informed two hangar leases are due for renewal.

End of runway gully spraying update

Crabbe Aviation has done the job of spraying and the Board is awaiting an invoice for the service.

Program for computerized tracking of airport activity

Mr. Evans reviewed a company's offering of computerized tracking of aircraft activity at the airport for a monthly fee. The service is a cost of \$1,400 a year. After a brief discussion, it was felt the service would not be of benefit at this time. However, the consulting firm noted if there was a future plan for a runway extension, the data would be helpful to justify the plan, and the product would be kept in mind.

Airport Fly-In discussion

Mr. McDonald is continuing to work on plans and information.

New Business

None.

Adjournment – a motion was made and seconded to adjourn the Airport Authority Board meeting at 9:46 am.

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

Respectfully submitted,
Sara West
Secretary/Treasurer
October 13, 2022