

**Essex County Airport Authority Meeting  
February 8, 2024  
6:00 pm**

**Call to Order and Welcome**

**Attendees**

Barry Bates  
Mike Maurer  
John McDonald  
Sara West  
James Acors

**Invocation**

**Pledge of Allegiance**

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

A motion was made and seconded to approve the agenda as presented.

**Executive Session**

None

**Approval of Minutes of the January 11, 2024 Meeting**

A motion was made, seconded and passed to approve the minutes of January 11, 2024 meeting.

**Public Comment**

None

**Presentations**

None

**Anticipated Action Items**

None

### **Consultant's Report**

None

### **Airport Manager's Report**

None

### **Treasurer's Report**

Mrs. West discussed the January 2024 Budget Tracking report.

There was a DOAV reimbursal for \$1,378.00.

Facility liability insurance was paid for 2024-2025 for \$9,718.00.

There was a 100LL fuel purchase for \$35,216.00.

Mrs. West noted the CDs would be receiving another quarterly interest payment end of February.

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

### **Legal Counsel Report**

None

### **Old Business**

#### **Fuel farm discussion**

There has been no quote, as of yet, from Purvis on the repair of the fuel farm.

It was determined a report is needed on a used cabinet. Not a formal quote, but an estimate and to include maintenance needs, and note the current system is a single filter system. Mr. Tarkington, the Consultant, will report findings at the March Board meeting.

### **New Business**

#### **Carpet stains in terminal building**

No update from the airport manager as this time. It was recommended to contact Stokes Carpet and Cleaning, a local business.

A motion was made, seconded and passed unanimously to get 3 bids, if possible, to get the work done immediately.

If the info was ready prior to the March meeting, the Budget Chairman was to be contacted to approve the work.

#### Land Lease discussion

A current land lease renter wants to renew the lease at the current length of time and current rate. A motion was made, seconded and passed to accept the new lease at the same contract length and the same rate. The renter would be notified and asked to sign the updated contract.

#### Hangar discussion

The Board held a lengthy discussion on the possibility of building new hangars that are needed. Jeff Tarkington, the Consultant, would be contacted to find all necessary information needed for bids. He would be asked to be prepared to discuss at length at the March Board meeting.

#### Emergency Services discussion

A discussion was started on emergency services use of Med Vac helicopters at the airport. Mr. Maurer and Mr. Acors volunteered to gather data on needs through local contacts and report back at the March meeting.

#### **Adjournment**

A motion was made, seconded and passed to adjourn the Board meeting at 7:48 pm.

**The Next Authority Monthly Meeting is scheduled for March 14, 2024 at 6:00 pm**

Respectfully submitted,  
Sara West  
Secretary/Treasurer  
February 8, 2024