

Essex County Airport Authority Meeting
April 11, 2024
6:00 pm

Call to Order and Welcome

Attendees

Barry Bates
Mike Maurer
Sara West
John McDonald- absent
James Acors - absent
Jeff Tarkington
Jim Evans

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 March 14, 2024 Meeting

A motion was made, seconded and passed to approve the minutes of March 14, 2024 meeting.

Public Comment

None

Presentations

None

Anticipated Action Items

None

Consultant's Report

Mr. Tarkington stated he would provide a new map of the airport showing the potential new hangar sites location.

He discussed the steps for the start of the hangar construction, once the project is approved by the DOAV and FAA. The first step is environmental work. An update on that phase is expected in 3-4 months.

Airport Manager's Report

All hangars are rented with 17 on the wait list. A fuel delivery was made in the last week and the cost of fuel has increased.

The traffic counter system has been working well. The weather caused a brief down time, but overall it has been a good purchase with interesting results.

There is potential for a part time position to be opening soon.

Treasurer's Report

Mrs. West discussed the March 2024 Budget Tracking report.

There was a DOAV reimbursal of \$ 3,760.00 for the cutting of trees encroaching the runway area.

It was stated the annual budget review meeting would be held in May, with the FY 2025 Budget being presented at the June meeting.

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

Legal Counsel Report

None

Old Business

Fuel farm discussion

There have been two companies interested in submitting bids for the needed fuel farm work. A discussion was held with questions being submitted to both companies to clarify items questioned. As this project plan will be finalized at the May meeting, it was noted both companies need to submit their final information by May 1, in order to meet the May meeting timeframe. Quotes need to be in effect for 90-120 days, as funding approval from both DOAV and the FAA takes time.

Hangar discussion

Addressed in the Consultant's report.

Emergency Services discussion update

The discussion on the potential MedVac business using the airport will be moved to the May 2024 meeting. The final information from the organizations involved would not be available until then.

New Business

New Internet service for the Airport

An update was held on the potential new internet service for the Tappahannock Airport. The Airport has applied through the DOAV for a grant to assist in the cost of the possible new service setup. Once approved by the DOAV, the order will be placed. The cost of the system would be reimbursable at 95% by the DOAV, as stated prior.

Pilot training program

Mr. McDonald was absent, and the discussion on the pilot training program was moved to the May meeting. This is to include information on a possible community college program interest in involvement.

Adjournment

A motion was made, seconded and passed to adjourn the Board meeting at 7:39 pm.

The Next Authority Monthly Meeting is scheduled for May 9, 2024 at 6:00 pm

Respectfully submitted,
Sara West
Secretary/Treasurer
April 11, 2024