

**Easton Airport
Advisory Board Meeting Minutes
January 18, 2023 at 9am**

Attendees:

| Name | Organization |
|--------------------|------------------------------------------|
| Micah Risher | Airport Manager |
| Jeff Lankford | Airport Business & Marketing Coordinator |
| Chip Kennedy | Airport Maintenance Director |
| Jane Warrington | Airport Office Manager |
| Jack Pettit | Airport Advisory Board - President |
| Rudy Strickland | Airport Advisory Board |
| Hugh Grunden | Airport Advisory Board |
| Charlie Daffin | Airport Advisory Board |
| Pete Griffin | Airport Advisory Board |
| Jennifer Lutz | AECOM Airport Consultant |
| Derek Hollinger | AECOM Airport Consultant |
| Scott Stiefel | Tower Manager – Midwest ATC Services |
| Michelle Anstatt | Maryland Air |
| Bob Lake | Nexgen Flight Solutions |
| Meghan Behr | Nexgen Flight Solutions |
| Tad Woodward | Trident Aviation |
| Archie DeJesus | Civil Air Patrol |
| Calvin Rookard | Trident |
| Jon Pratt | Nexgen Flight Solutions |
| Clay Stamp | Talbot County Manager |
| Hunter Harris | Aloft Photography |
| Stephen Rueter | MSP Aviation – Trooper 6 |
| Staci Jelly | Nexgen Flight Solutions |
| Scott Wagner | Easton Sunset Partners |
| Rick Clarke | Pilot |
| Ursula Encarnacion | Easton Jet |

1. APPROVAL OF MINUTES

November 16, 2023

2. AIRFIELD MODERNIZATION PROGRAM

Program Overview from AECOM Project Manager, Mr. Derek Hollinger
This briefing can be found online at <https://eastonairport.com/projects>



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TALBOT COUNTY BUSINESS CENTER

Site will transition to a construction zone in January 2024; Letters sent to tenants in December 2022. Leases will end June 2023. Working with Talbot County government tenants on individual relocation plans.

JOINT PERMIT APPLICATION (JPA) (NON-TIDAL WETLAND IMPACTS)

Coordination continues Maryland Department of the Environment (MDE) and US Army Corps of Engineers (USACE) on permitting and associated mitigation for the RW 4-22 project.

FOREST CONSERVATION ACT

Coordination ongoing with the Town of Easton (TOE) regarding mitigation requirements for the RW 4-22 project; County has requested a variance to the Town's Forest Conservation Ordinance and Natural Resources (MDNR) has allowed the variance.

3. AUTOMATED WEATHER OBSERVING SYSTEM (AWOS) REPLACEMENT

Bid No. 22-13 was awarded to Glenelg Construction Inc for \$428,700.

MAA grant fully executed for \$321,525. Including AECOM's price proposal for \$36,744, the actual cost to the Airport will not exceed \$143,919 and is included in the FY2023 budget.

4. T-HANGAR COMPLIANCE

Insurance requirements increasing to \$1 Million Liability as recommended by Insurance Company; New Leases will be sent out with expectation to have all T Hangar tenants on new leases by June 30, 2023. Airport working with tenants to resolve "unairworthy, inactive" aircraft storage issues.

5. BUSINESS DEVELOPMENT & MARKETING

Updates from Business & Marketing Coordinator, Mr. Jeff Lankford

6. COMMUNITY OUTREACH

Updates from Business & Marketing Coordinator, Mr. Jeff Lankford

7. AIRPORT MAINTENANCE UPDATE

Updates from Maintenance Director, Mr. Chip Kennedy

8. AIR TRAFFIC OPERATIONS

Updates from Tower Manager, Mr. Scott Stiefel



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9. FUEL OPERATION

| Comparison of Jet-A as of December 2022 (23 Budget) | | | | |
|------------------------------------------------------------|-------------------------|-------------------|-------------------|--------------------|
| Company | Dec. last Budget | Total 2022 | Difference | % of Change |
| Easton Jet Service | 233913 | 117764 | -116149 | -49.7% |
| Flight Support Services | 173556 | 165736 | -7820 | -4.5% |
| Trident Services | 74305 | 111584 | 37279 | 50.2% |
| NexGen | 52105 | 140704 | 88599 | 170.0% |
| AeroVanti | 0 | 1001 | 1001 | NA |
| Airport Jet Total | 533879 | 536789 | 2910 | 0.5% |
| Comparison of Avgas as of December 2022 (23 Budget) | | | | |
| Company | Dec. last budget | Total 2022 | Difference | % of Change |
| Easton Jet Service | 11207 | 10200 | -1007 | -9.0% |
| Flight Support Services | 11678 | 9813 | -1865 | -16.0% |
| Trident Services | 31099 | 26619 | -4480 | -14.4% |
| NexGen | 3272 | 5032 | 1760 | 53.8% |
| Airport Avgas Total | 57256 | 51664 | -5592 | -9.8% |
| Combined Fuel Totals | 591135 | 588453 | -2682 | -0.5% |

AIRPORT FUEL SALES FY 2012 - 2022

| 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 |
|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 633,071 | 581,342 | 642,726 | 637,874 | 660,362 | 642,921 | 748,246 | 709,282 | 591,963 | 820,519 | 1,067,598 |

10. PUBLIC COMMENTS

11. ADJOURNMENT

