

# Easton Airport Advisory Board Meeting Minutes – 8/20/25

Name	Organization
Micah Risher	Airport Manager
Jeff Lankford	Airport Business Manager
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
Lynn Mielke	Talbot County Council Member
Jennifer Lutz	AECOM Airport Consultant
Derek Hollinger	AECOM Airport Consultant
Derek Staubb	AECOM Airport Consultant
Scott Stiefel	Tower Manager – Midwest ATC Services
Michelle Anstatt	Maryland Air
Tad Woodward	Trident Aviation
Napoleon Martinez	Trident
Mike Detmer	Congressman Andy Harris' Office
Jon Pratt	NexGen Flight Solutions
Eric Jacobs	
Eric Towns	
Rich Batdorf	

# Advisory Board Meeting Agenda

1. Approval of Minutes
2. Airport Operations Update
3. Community Outreach
4. Business Development
5. Maintenance Department Updates
6. Air Traffic Operations
7. Airport Projects, Modernization Program, & Other Updates
8. Fuel Operations
9. Public Comments



IN LOVING MEMORY OF

# FRANK S. PHILLIPS, JR.

SEPTEMBER 21, 1940 - AUGUST 1, 2025



## CELEBRATION OF LIFE

AUGUST 22, 2025 | 12:00 PM

EASTON AIRPORT TERMINAL  
29137 NEWNAM ROAD, EASTON, MD 21601

## OBITUARY

Frank Smithson Phillips, Jr. of Easton, Maryland, passed away on August 1, 2025. Born on September 21, 1940, in Washington, DC, he was the son of the late Mr. and Mrs.

Frank S. Phillips. Frank attended Horace Mann School, Sidwell Friends, and is a graduate of the Bullis School. He earned BA and MA degrees from American University, a law degree from the University of Maryland School of Law and was licensed to practice law in Maryland.

Frank's lifelong interest was aviation. He earned his first pilot certificate in a glider at age sixteen. Eventually he became an Airline Transport Pilot and was qualified to pilot numerous types of aircraft, including helicopters, gyroplanes, seaplanes, and hot air balloons. He also held flight instructor ratings for every type of aircraft.

Recognizing his skills and teaching ability, the Federal Aviation Administration recruited Frank to be a pilot examiner. He served in that capacity for many years, testing and mentoring thousands of pilots, many of whom became professional pilots because of his encouragement and guidance. For many years he was a pilot for Maryland Airlines. Frank also served as an Aviation Safety Inspector for the FAA. And somehow he found time to teach real estate at Chesapeake College to aspiring real estate agents.

Frank is survived by his brother, Leland Phillips, and many endeared friends, nieces and nephews. He was preceded in death by his parents and his sister, Arcadia Phillips.

Throughout the last months of his life, Frank received excellent care from the staff at Heartfields at Easton and Talbot Hospice.

# Airport Modernization Program Construction Package 2 - 2025

- Prime contractor: Reynolds Excavating
- Demolition of building is complete, repurposing/recycling in progress
- Full site grade by this fall
- No operational impacts expected to the airfield
- Funding is in place; FAA & MAA grants executed





# Airport Modernization Program



## Construction Package 3 – 2026

- Original Bid Opening was May 29, 2025; Received 1 Bid that was determined to be "Irregular"
- Rebid Opened on July 1, 2025
- David A. Bramble, Inc. Will be the prime contractor
- Planning for Construction to begin in October 2025
- Electrical Infrastructure will be primary focus (New Vault, Regulators, Ductbanks)
- Funding uncertainty will impact the pace of project

# Airport Modernization Program

## Construction Package 3 –2026

### FUNDING

- AIP Grant Request Submitted for \$9,755,369
- FAA AIP and IIJA grants will fund 95% of the project
- Maryland Aviation Administration (MAA) grants will fund 2.5% of “hard” construction costs
- Easton Airport will fund 2.5% of the construction costs and 10% of the Administrative Expenses and Engineering Fees

**The maximum cost to Easton Airport is estimated to be approximately \$402,000.**

**The proposed FY2026 Airport Budget includes \$570,000 to cover our local share of the project. Easton Airport currently has \$2.1 million in cash reserves.**

***(\*Verified with Finance Dept on 5/1/2025)***

# Shore Regional Health Construction

## OVERVIEW

- FAA & MAA have determined that use of Fixed Cranes to construct the new hospital will create obstructions that are considered hazards to air navigation
- Two Cranes – Max height is 290 ft MSL with a span of approximately 800 ft wide
- Control Tower will handle mitigations
- Impacts planned to begin October 1, 2025, through Summer 2026



## OPERATIONAL IMPACTS

- IFR Minimums will see varying increases for all runways
- Tower will adjust IFR Departure Procedures and VFR Traffic Pattern as needed
- Airport will publish Notices (NOTAMs, Facebook, Posted in Terminal)





# Community Outreach – An Active Summer



- Career Fairs
- Field Trips & Tours
- Easton Airport Cruise-In
- RSAT Meeting
- MRAC 2025
- STEM LEADERS Workshop
- ACE Discovery Flights
- ACE Summer Learning
- FAA Safety Meeting
- Outdoor Movie Night
- Library AMP Presentation





# Summer Projects and 2026 Goals



- Website Enhancements
- Lot Development
- Derelict Aircraft
- Tower Phones & Recordings

## GOALS & ACTION ITEMS

- Fuel Farm SOP Update
- Key Cards & Driving Training Online
- Payment Processing Options
- Customer Relation Tools
- Expanding Airport Monitoring Capabilities
- Noise Abatement Updates

# Business Recognition – Maryland Air

**Congratulations to Maryland Air for earning a Stage 2 Certificate of Registration issued by the International Standard for Business Aircraft Handling (IS-BAH)**

*Reminder to our businesses, if you have a milestone to celebrate or good news to share, send it to me*



# F&B Vendor for ESN Terminal



## **REQUEST FOR QUALIFICATIONS: FOOD & BEVERAGE VENDOR FOR EASTON AIRPORT TERMINAL**



*Easton Airport's RFQ for a food and beverage vendor to enhance terminal services and accommodate customer service needs.*

### **Contact Info**

Micah Risher - [mrisher@talbgov.org](mailto:mrisher@talbgov.org)  
Jeff Lankford - [jlankford@talbgov.org](mailto:jlankford@talbgov.org)  
ESN Office - 410-770-8055

- RFQ period: April 1 - May 30, 2025
- Easton Airport received submissions from 5 vendors
- June 30, the café closed and vacated the space
- The space needs extensive rehabilitation
- The renovations will begin in earnest this winter
- Snack and beverage machines coming back soon



# Maintenance Department Update



**Chip Kennedy, Maintenance Director**

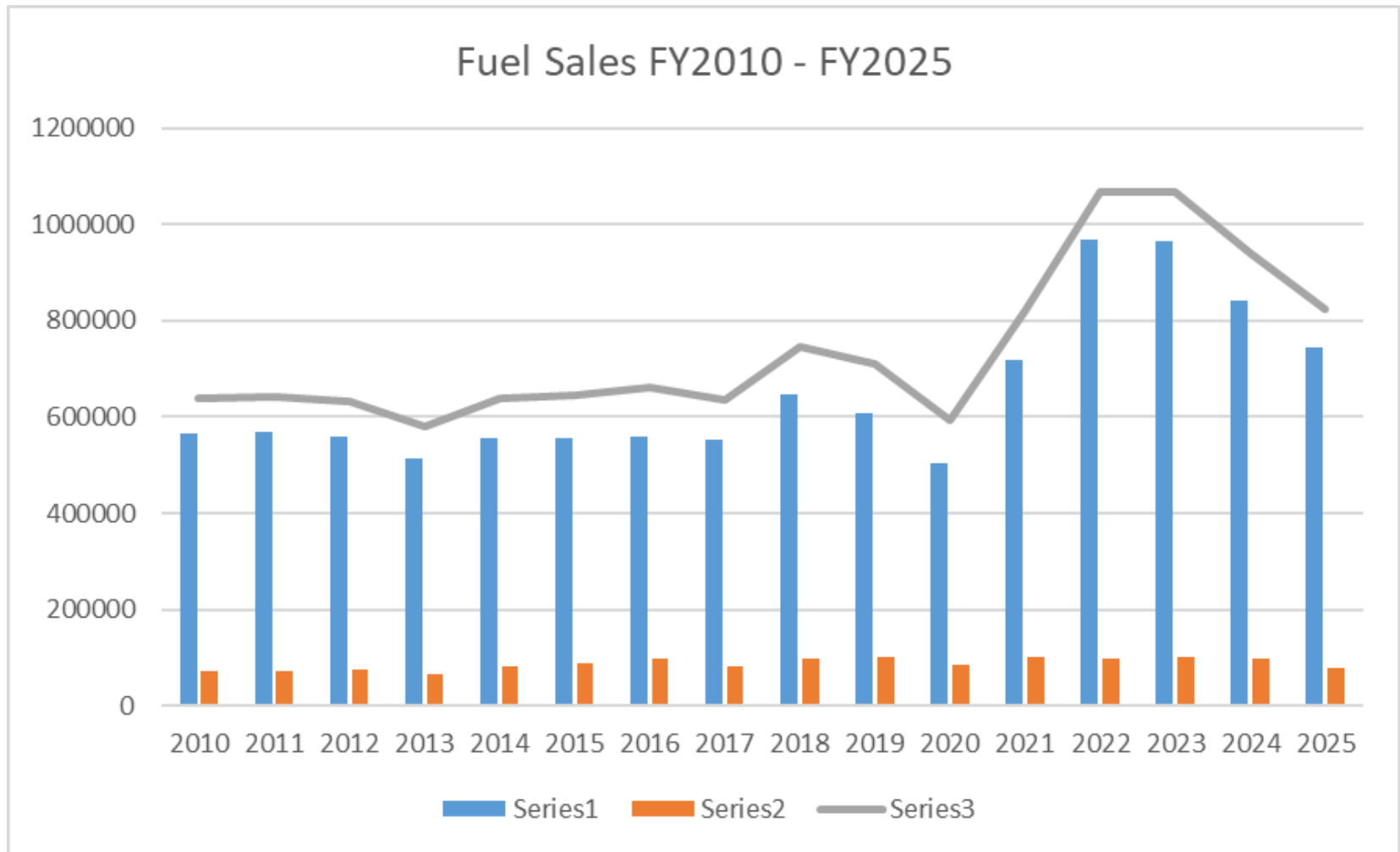


# Air Traffic Control Tower Update



**Scott Stiefel, Air Traffic Manager**

# Fuel Operations



824,343 Total Gallons sold in FY2025

# Fuel Operations

Comparison of Jet-A as of July 2025 (2026 Budget)				
Company	July Last Budget	Total 2025	Difference	% of Change
Easton Jet	12143	21671	9528	78.5%
Flight Support Services	32330	27115	-5215	-16.1%
Trident	12679	9057	-3622	-28.6%
NexGen	20185	28368	8183	40.5%
<b>Airport Jet Total</b>	<b>77337</b>	<b>86211</b>	<b>8874</b>	<b>11.5%</b>
Comparison of Avgas as of July 2025 (2026 Budget)				
Company	July Last budget	Total 2025	Difference	% of Change
Easton Jet Service	3154	3677	523	16.6%
Flight Support Services	2426	1554	-872	-35.9%
Trident	7698	5891	-1807	-23.5%
NexGen	1319	2387	1068	81.0%
<b>Airport Avgas Total</b>	<b>14597</b>	<b>13509</b>	<b>-1088</b>	<b>-7.5%</b>
<b>Combined Fuel Totals</b>	<b>91934</b>	<b>99720</b>	<b>7786</b>	<b>8.5%</b>
<b>10 Year Average</b>	<b>65674</b>	<b>99720</b>	<b>33,975</b>	<b>51.84%</b>
The 10 Year Average included total annual gallons from 2014 through 2024. The average was 788,094 annually.				

# Public Comment

**Request for fueling tracking information from June and July**





# EASTON AIRPORT

AVIATION GATEWAY TO THE EASTERN SHORE

**Thank You!**

**Next Meeting is Wednesday, September 17 at 9 a.m.**