

Regular Meeting to order

Glenn Burns called the Regular Meeting to order at 5:00 p.m. with the Pledge of Allegiance. The meeting was held with the following Board Members present: Glenn Burns, Jon Kochis, John Smith, Bill Fagan, Tom Brennan, and Scott Richardson. Michael Kaper was absent.

Also present were: Pat Rooney, Ben Riggs, Craig Weaver, Al Moyer, Taylor Forquer, and Staci Knisley.

Opportunity for the Public to Address the Board

None.

Approval of the Minutes for January 12, 2026 Meeting

On motion of Jon Kochis and second of Tom Brennan the Fairfield County Airport Authority Board voted to approve the minutes from the January 12, 2026, meeting.

Voting aye thereon: Jon Kochis, Tom Brennan, Glenn Burns, John Smith, Bill Fagan, and Scott Richardson.

Michael Kaper was absent.

Motion passed.

Historical Aircraft Squadron (HAS) update

Nothing to report.

Fixed Base Operator (FBO)/Airport Management update with Sundowner Aviation – Monthly Board Report

a. Monthly Report

Mr. Rooney presented the FBO Monthly report with the board; see attached to minutes.

Mr. Rooney reported he had not heard from Eversole about the roof and hangar leaks.

Mr. Rooney reported that Mr. Coil is still recovering from his illness and is working from home a lot.

Airport Improvement – Jon Kochis & Tom Brennan

a. Engineer's Summary Report – Crawford Murphy Tilly, Inc. (CMT)

Mr. Kochis reviewed the Engineer's Summary report; see attached to minutes.

b. Storm Water

Mr. Kochis reviewed the estimate from Fee Corp. The site is unseen and project will be 2 days of work. He will try to get another estimate from another company.

Mr. Smith asked about the 17% fuel charge on quote.

Mr. Kochis stated the board needs to think about when they want this completed (springtime) and if the work is completed it should last for 10-15 years until it needs to be done again.

c. Hangar Construction Update

Mr. Kochis reported that there is a resolution proposed for the uneven threshold- two blueprints provided. For T-Hangars, proposing 10ft to the front of the door and by 22ft wide section they will grind the concrete down to less than 5% slope. For Boxes, they are proposing approximately 3ft into the Hangar from the outside edge and grind the concrete down to less than 5% slope. Then for consistency, epoxy will be applied for a smooth transition. Mr. Kochis said this will take 5 days to complete one Hangar and with epoxy to come after. This is at no cost to the Airport, Settlerlin the contractor will pay for the costs.

Mr. Rooney with Sundowner Aviation asked if their deposit can be waived. His reasoning for the request is from 13 years of history. The board will double-check agreements and talk to the Prosecutor's Office.

Mr. Kochis stated that he will be out the Airport on Wednesday to check in. It will be a 5-day process for the grinding.

Community Relations – Michael Kaper (absent)

Nothing new to report.

Facilities and Grounds – Bill Fagan & Michael Kaper (absent)

Mr. Fagan stated he has nothing new to report.

Mr. Kochis asked how the truck Facilities loaned HAS is working. After winter, Facilities needs the truck back and he is still trying to find a new plow truck for Airport.

Mr. Moyer stated that the only problems they were having was oil needed added to the truck and the reducer needed taken out.

Mr. Moyer reported that the John Deere tractor could not keep the temperature up. They will be changing out the thermostat on the tractor.

Fixed Base Operator (FBO) Liaison – Scott Richardson

Nothing new to report.

Finance - Glenn Burns & Staci Knisley

a. Financial Reports

The Board reviewed the following financial reports:

- Revenue/Expense Summary
- Cash Projection
- Purchase Order list
- Utility cost report
- Smart Card Report

b. Payment of Bills

Motion to approve retroactively January payment of invoices totaling \$267,850.95

On motion of Jon Kochis and second of Tom Brennan the Fairfield County Airport Authority Board motioned to approve retroactively January invoices totaling \$267,850.95; see attached to minutes.

Voting aye thereon: Jon Kochis, Tom Brennan, Glenn Burns, John Smith, Bill Fagan, and Scott Richardson.

Michael Kaper was absent.

Motion passed.

Security & Safety – Jon Kochis & John Smith

Nothing new to report.

Tenant Relations – Glenn Burns & Bill Fagan

The board reviewed the following reports and other items:

- Rent Status Spreadsheet

Mr. Kochis reported that there were no issues with tenants.

- Hangar Waiting List

Web – Tom Brennan

Nothing new to report.

Old Business

None.

Fairfield County Airport Authority Board Meeting
3430 Old Columbus Road, NW, Carroll, Ohio 43112
Minutes for February 9, 2026

New Business

Mr. Kochis reviewed record retention schedule with board.

Informational

The Statewide Calendar of Ohio Festivals and Events letter was received from the Ohio Department of Development (ODOD) related to their listing and events database.

Calendar of upcoming events and other important dates

The Board reviewed the calendar for upcoming events and other important dates; see attached to minutes.

Adjournment

On motion of John Smith and second of Bill Fagan the Fairfield County Airport Authority Board voted to adjourn at 5:35PM.

Next Regular Meeting is Monday, March 9, 2026 at 5:00 p.m. @ the Airport Terminal, 3430 Old Columbus Road, NW, Carroll, Ohio 43112

Meeting minutes for February 9, 2026 meeting were approved on March 9, 2026.

Aye
Glenn Burns

Aye
Bill Fagan

Absent
Tom Brennan

Aye
Jon Kochis

Aye
Michael Kaper

Aye
John S. Smith

Absent
Scott Richardson

Staci A. Knisley
Staci A. Knisley, Airport Clerk

**Fairfield County Airport Authority
Board Meeting, February 9, 2026**

Engineer's Summary Report

1. Past Grant Summary
 - a. FY 21 FAA AIP – Master Plan - Closeout revisions to FAA, waiting final approval.
 - b. FY 24 FAA AIP Grant – Runway 10/28 Crackseal – Final reimbursement requested

2. FY 24 FAA AIP Grant – Apron and Taxiway Rehab/Hangar Development (County funded)
 - a. Concrete grinding anticipated in the coming weeks. Approval of material and methods needed before work will be carried out.
 - b. Once complete, project is substantially complete and will be closed out.

3. FY 26 FAA –North side development environmental
 - a. Scoping for environmental tasks, cost proposal and grant admin preapplication is underway now.

4. FY27 ODOT – Supplemental Program – Hangars
 - a. Proposed project included dual box hangars east of new t-hangar
 - b. Grant application documents submitted prior to Dec 31 deadline.
 - c. **Project was not selected for ODOT funding this year.**

5. FY26 FAA ATP Grant – Terminal Expansion
 - a. Grant application to be submitted for terminal expansion funding, very competitive grant. Unlikely to be awarded.

6. Action Items:
 - a. none

YEAR-TO-DATE BUDGET REPORT

FOR 2026 01

JOURNAL DETAIL 2026 1 TO 2026 1

ACCOUNTS FOR: AIRPORT OPERATIONS ORIGINAL APPROP REVISED BUDGET YTD EXPENDED MTD EXPENDED ENCUMBRANCES AVAILABLE BUDGET PCT USED

80780000 AIRPORT OPERATIONS

80780000	530000	CONTRACTUAL SERVIC	180,000	205,562	30,246.79	30,246.79	173,390.60	1,925.00	99.1%
2026/01/000439	01/12/2026	API	220.00	VND 001281	PO 26000239	PORTA KLEEN			5444545
2026/01/000439	01/12/2026	API	2,500.00	VND 005552	PO 26000059	HISTORICAL AIRCRAFT	RENTAL FOR PORTABLE TOILET		5444545
2026/01/000439	01/12/2026	API	9,600.00	VND 007099	PO 26000351	SUNDOWNER AVIATION L	SNOW PLOWING/MOWING JAN2026		5444581
2026/01/000441	01/12/2026	API	4,166.00	VND 012226	PO 25002472	ARTHUR J GALLAGHER C	AIRPORT MANAGER JAN26		5444589
2026/01/000441	01/12/2026	API	309.00	VND 012226	PO 26000087	ARTHUR J GALLAGHER C	1/1/2026-12/31/2026 GEN LIBRIL		5444614
2026/01/000854	01/20/2026	API	795.90	VND 005790	PO 25002497	OHIO DEPT OF TAXATIO	Fuel sales tax 12/01-12/31		5445443
2026/01/000854	01/20/2026	API	59.20	VND 016659	PO 26000112	SUNRUSH WATER	DRINKING WATER SERVICES DEC25		5445524
2026/01/000854	01/20/2026	API	24.35	VND 016659	PO 26000112	SUNRUSH WATER	DRINKING WATER SERVICES		5445525
2026/01/000854	01/20/2026	API	472.34	VND 003668	PO 26000041	LOCAL WASTE SERVICE	TRASH DISPOSAL FOR AIRPORT JAN		5445472
2026/01/001249	01/26/2026	API	2,500.00	VND 005552	PO 26000059	HISTORICAL AIRCRAFT	SNOW PLOWING/MOWING FEB26		5446071
2026/01/001249	01/26/2026	API	9,600.00	VND 007099	PO 26000351	SUNDOWNER AVIATION L	AIRPORT MANAGER FEB26		5446075

80780000 541001 ELECTRIC/UTILITIES 25,000 30,716 8,261.33 8,261.33 22,454.54 .00 100.0%

2026/01/000066	01/06/2026	API	104.13	VND 023650	PO 110	FAIRFIELD CO UTILITI	3430 OLD COLUMBUS RD 10/31-11/		5444243
2026/01/000066	01/06/2026	API	104.13	VND 023650	PO 110	FAIRFIELD CO UTILITI	3430 OLD COLUMBUS RD NW M 10/3		5444244
2026/01/000066	01/06/2026	API	104.13	VND 023650	PO 110	FAIRFIELD CO UTILITI	3430 OLD COLUMBUS RD NW D2 11/		5444245
2026/01/000066	01/06/2026	API	104.13	VND 023650	PO 110	FAIRFIELD CO UTILITI	3430 OLD COLUMBUS RD NW D1 11/		5444246
2026/01/000066	01/06/2026	API	104.13	VND 023650	PO 110	FAIRFIELD CO UTILITI	3430 OLD COLUMBUS RD NW C2 11/		5444247
2026/01/000066	01/06/2026	API	104.13	VND 023650	PO 110	FAIRFIELD CO UTILITI	3430 OLD COLUMBUS RD NW C1 11/		5444248
2026/01/000074	01/06/2026	API	104.13	VND 023650	PO 110	FAIRFIELD CO UTILITI	3383 OLD COLUMBUS RD 10/31-11/		5444249
2026/01/000074	01/06/2026	API	94.13	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS RD HNGR F 11		5444197
2026/01/000074	01/06/2026	API	97.02	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS RD HNGR G 11		5444198
2026/01/000074	01/06/2026	API	132.32	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS RD HNGR P 11		5444199
2026/01/000074	01/06/2026	API	220.61	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS RD HNGR O 11		5444200
2026/01/000074	01/06/2026	API	391.89	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS RD HNGR C2 1		5444202
2026/01/000074	01/06/2026	API	185.00	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS RD HNGR C4 1		5444203
2026/01/000074	01/06/2026	API	190.00	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS RD HNGR C1 1		5444205
2026/01/000074	01/06/2026	API	204.00	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS ROAD HNGR M		5444206
2026/01/000074	01/06/2026	API	212.00	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS LANCASTER RD NW		5444207
2026/01/000074	01/06/2026	API	551.00	VND 001373	PO 7	SOUTH CENTRAL POWER	3430 OLD COLUMBUS RD HNGR P 11		5444208
2026/01/000074	01/06/2026	API	62.06	VND 001373	PO 7	SOUTH CENTRAL POWER	GAS SERVICES @ AIRPORT 11/14-1		5444221
2026/01/000074	01/06/2026	API	132.32	VND 001373	PO 7	SOUTH CENTRAL POWER	GAS SERVICES @ AIRPORT 11/13-1		5444222
2026/01/000074	01/06/2026	API	94.09	VND 003823	PO 33	NORTHEAST OHIO NATUR	GAS SERVICES @ AIRPORT 11/13-1		5444223
2026/01/000074	01/06/2026	API	111.96	VND 003823	PO 33	NORTHEAST OHIO NATUR	GAS SERVICES @ AIRPORT 11/13-1		5444222
2026/01/000074	01/06/2026	API	153.38	VND 003823	PO 33	NORTHEAST OHIO NATUR	GAS SERVICES @ AIRPORT 11/13-1		5444223
2026/01/000854	01/20/2026	API	218.67	VND 023650	PO 110	FAIRFIELD CO UTILITI	water/sewer services @ Airport		5445550
2026/01/000854	01/20/2026	API	218.67	VND 023650	PO 110	FAIRFIELD CO UTILITI	water/sewer services @ Airport		5445551
2026/01/000854	01/20/2026	API	181.41	VND 023650	PO 110	FAIRFIELD CO UTILITI	water/sewer services @ Airport		5445552
2026/01/000854	01/20/2026	API	37.26	VND 023650	PO 110	FAIRFIELD CO UTILITI	water/sewer services @ Airport		5445549
2026/01/000854	01/20/2026	API	218.67	VND 023650	PO 26000764	FAIRFIELD CO UTILITI	WATER/SEWER SERVICE AT AIRPORT		5445553
2026/01/000854	01/20/2026	API	218.67	VND 023650	PO 26000764	FAIRFIELD CO UTILITI	WATER/SEWER SERVICE AT AIRPORT		5445553
2026/01/000854	01/20/2026	API	218.67	VND 023650	PO 26000764	FAIRFIELD CO UTILITI	WATER/SEWER SERVICE AT AIRPORT		5445554

FAIRFIELD COUNTY



YEAR-TO-DATE BUDGET REPORT

FOR 2026 01

JOURNAL DETAIL 2026 1 TO 2026 1

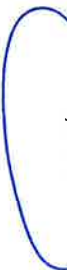
ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
80780000 541001 ELECTRIC/UTILITIES							
2026/01/000854 01/20/2026 API	218.67 VND 023650 PO 26000764 FAIRFIELD CO UTILITI	218.67 VND 023650 PO 26000764 FAIRFIELD CO UTILITI					
2026/01/001242 01/26/2026 API	293.35 VND 001373 PO 26000249 SOUTH CENTRAL POWER	293.35 VND 001373 PO 26000249 SOUTH CENTRAL POWER					
2026/01/001242 01/26/2026 API	157.76 VND 001373 PO 26000249 SOUTH CENTRAL POWER	157.76 VND 001373 PO 26000249 SOUTH CENTRAL POWER					
2026/01/001242 01/26/2026 API	109.65 VND 001373 PO 26000249 SOUTH CENTRAL POWER	109.65 VND 001373 PO 26000249 SOUTH CENTRAL POWER					
2026/01/001242 01/26/2026 API	294.02 VND 001373 PO 26000249 SOUTH CENTRAL POWER	294.02 VND 001373 PO 26000249 SOUTH CENTRAL POWER					
2026/01/001242 01/26/2026 API	13.15 VND 001373 PO 26000249 SOUTH CENTRAL POWER	13.15 VND 001373 PO 26000249 SOUTH CENTRAL POWER					
2026/01/001242 01/26/2026 API	126.69 VND 001373 PO 7 SOUTH CENTRAL POWER	126.69 VND 001373 PO 7 SOUTH CENTRAL POWER					
2026/01/001242 01/26/2026 API	443.74 VND 001373 PO 26000249 SOUTH CENTRAL POWER	443.74 VND 001373 PO 26000249 SOUTH CENTRAL POWER					
2026/01/001249 01/26/2026 API	69.45 VND 001373 PO 7 SOUTH CENTRAL POWER	69.45 VND 001373 PO 7 SOUTH CENTRAL POWER					
2026/01/001249 01/26/2026 API	200.46 VND 001373 PO 7 SOUTH CENTRAL POWER	200.46 VND 001373 PO 7 SOUTH CENTRAL POWER					
2026/01/001249 01/26/2026 API	95.00 VND 001373 PO 7 SOUTH CENTRAL POWER	95.00 VND 001373 PO 7 SOUTH CENTRAL POWER					
2026/01/001249 01/26/2026 API	138.00 VND 001373 PO 7 SOUTH CENTRAL POWER	138.00 VND 001373 PO 7 SOUTH CENTRAL POWER					
2026/01/001249 01/26/2026 API	198.00 VND 001373 PO 7 SOUTH CENTRAL POWER	198.00 VND 001373 PO 7 SOUTH CENTRAL POWER					
2026/01/001249 01/26/2026 API	234.00 VND 001373 PO 7 SOUTH CENTRAL POWER	234.00 VND 001373 PO 7 SOUTH CENTRAL POWER					
2026/01/001249 01/26/2026 API	61.68 VND 001373 PO 7 SOUTH CENTRAL POWER	61.68 VND 001373 PO 7 SOUTH CENTRAL POWER					
2026/01/001249 01/26/2026 API	735.00 VND 001373 PO 26000249 SOUTH CENTRAL POWER	735.00 VND 001373 PO 26000249 SOUTH CENTRAL POWER					
80780000 543000 REPAIR AND MAINTEN	60.000	63,497	192.80	192.80			
2026/01/000439 01/12/2026 API	192.80 VND 011420 PO 26002225 ROBERT A PIPER INC	192.80 VND 011420 PO 26002225 ROBERT A PIPER INC					
80780000 544000 RENTALS/LEASE	191,500	191,500	191,500.00	191,500.00			
2026/01/001242 01/26/2026 API	191,500.00 VND 002280 PO 26000265 FAIRFIELD CO BD COMM ANNUAL LAND LEASE RENT 2026	191,500.00 VND 002280 PO 26000265 FAIRFIELD CO BD COMM ANNUAL LAND LEASE RENT 2026					
80780000 553000 COMMUNICATIONS/TEL	0	1,140	.00	.00			
2026/01/001242 01/26/2026 API	1,140.00 VND 001373 PO 7 SOUTH CENTRAL POWER	1,140.00 VND 001373 PO 7 SOUTH CENTRAL POWER					
80780000 554000 ADVERTISING	1,500	2,400	.00	.00			
2026/01/001242 01/26/2026 API	1,500.00 VND 001373 PO 7 SOUTH CENTRAL POWER	1,500.00 VND 001373 PO 7 SOUTH CENTRAL POWER					
80780000 558000 TRAVEL REIMBURSEME	200	265	.00	.00			
2026/01/001242 01/26/2026 API	200.00 VND 001373 PO 7 SOUTH CENTRAL POWER	200.00 VND 001373 PO 7 SOUTH CENTRAL POWER					
80780000 560000 MATERIALS & SUPPLI	15,000	26,681	.00	.00			
2026/01/001242 01/26/2026 API	15,000.00 VND 001373 PO 7 SOUTH CENTRAL POWER	15,000.00 VND 001373 PO 7 SOUTH CENTRAL POWER					
80780000 561000 GENERAL OFFICE SUP	500	592	.00	.00			
2026/01/001242 01/26/2026 API	500.00 VND 001373 PO 7 SOUTH CENTRAL POWER	500.00 VND 001373 PO 7 SOUTH CENTRAL POWER					
80780000 562500 FUEL (GASOLINE/DIE	575,000	699,842	37,650.03	37,650.03			
2026/01/000074 01/06/2026 API	37,650.03 VND 005545 PO 25001262 PURVIS BROTHERS INC fuel purchases at the Airport	37,650.03 VND 005545 PO 25001262 PURVIS BROTHERS INC fuel purchases at the Airport					

YEAR-TO-DATE BUDGET REPORT

FOR 2026 01

JOURNAL DETAIL 2026 1 TO 2026 1

ACCOUNTS FOR: 7800 AIRPORT OPERATIONS	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
80780000 574000 EQUIPMENT, SOFTWARE	15,000	15,000	.00	.00	10,800.00	4,200.00	72.0%
80780000 590310 REFUNDS OF HANGAR	3,000	3,000	.00	.00	.00	3,000.00	.0%
TOTAL AIRPORT OPERATIONS	1,066,700	1,240,196	267,850.95	267,850.95	933,963.24	38,382.20	96.9%
TOTAL AIRPORT OPERATIONS	1,066,700	1,240,196	267,850.95	267,850.95	933,963.24	38,382.20	96.9%
TOTAL EXPENSES	1,066,700	1,240,196	267,850.95	267,850.95	933,963.24	38,382.20	



Calendar of Dates; including expiration, due, and events

Description	Other Notes	Expiration/Due Date
ODOT Airport Improvement FY2026 Grant		3/15/2026
OAA Annual Conference		4/6-4/8/2026
Petroleum Underground Tank	UST Certificate of Coverage	6/30/2026
OTTER/UST		6/30/2026
Storm Water Pollution Plan Review		7/1/2026
2027 Appropriation & Revenue Budget Approved for Budget Commission	Due in August annually	8/1/2026
ODOT inspection		9/10/2026
Blue Lightning Initiative (BLI)		9/30/2026
HAS mowing and snow removal contract		9/30/2026
QTpod subscription	auto renews annually unless cancel before due date	11/1/2026
MS4 training of Board and FBO	Training on 12/8	12/31/2026
Hangar J Lease		12/31/2026
Jon Kochis, John Smith, and Michael Kaper		12/31/2026
EAA lease renewal with the Board of Commissioners		12/31/2026
Lease agreement with Board of Commissioners to operate facilities		10/25/2027
Noxious Vegetation Control, LLC - Agreement for annual spraying		12/31/2027
Glenn Burns board appointment		12/31/2027
Bill Fagan, Tom Brennan, Scott Richardson board appointments		12/31/2028
Legal services agreement with County Prosecutor		12/31/2028
FBO Agreement	option to renew two (2) one (year) periods	12/31/2028
Insurance Agreement		1/1/2029
CMT Master agreement		11/11/2029
Hangar A Lease		4/30/2032
FAA lease for space		9/30/2032
Gorsuch Land Lease#1		7/31/2037
Gorsuch Land Lease#2		7/31/2037
Co-sponsor agreement with the Board of Commissioners		5/13/2044
SAS land lease agreement		6/30/2049