

**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Rd NW**  
**Carroll, Ohio 43112**  
**Minutes for February 10, 2020**

**Meeting to order**

Glen Burns called the meeting to order at 6:00 p.m. with the Pledge of Allegiance. Board Members present at the meeting were Glenn Burns, Bill McNeer, Pat Ferguson, Jon Kochis, Bill Fagan, and Michael Kaper. Board Member Rick Szabrak was absent. Also present were Staci Knisley,

**Opportunity for the Public to Address the Board**

No members of the public addressed the Board.

**Approval of the Minutes for the January 13, 2020 Meeting**

On motion of Bill McNeer and second of Jon Kochis, the Fairfield County Airport Authority Board voted to approve the minutes from the January 13, 2020 meeting.

Voting aye thereon: McNeer, Kochis, Burns, Fagan, Ferguson and Kaper

Absent was: Szabrak

Motion passed.

**Historical Aircraft Squadron (HAS) update**

Mr. Moyer reported that All Hydraulics is repairing the snowplow truck.

**Sundowner Aviation/Airport Manager Update – Monthly Board Report**

a. Monthly Report

Mr. Shadd reviewed the monthly report, see attached to minutes. There is 1 empty hangar. There are multiple people on the hangar waiting list, but they currently do not own an aircraft. Once someone on the list purchases an aircraft, they will fill out a lease. Company Wrench has sold their aircraft. Sundowner Aviation is interested in the R hangar if Company Wrench vacates.

Ms. Knisley has not received notice of Company Wrench vacating.

**Standing Committee Updates:**

**Airport Improvement – Jon Kochis**

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

Mr. Heaton reviewed the Engineer's Summary Report, see attached to minutes. Mr. Cooley has been a tester for ODOT and will get with Mr. Kochis and Ms. Knisley to sign on to the ODOT Blackcat Portal for state grants.

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Mr. Heaton reviewed the draft schedule for the Taxiway Delta project. The duration of construction is 30 days although that could depend on weather. The schedule has not been confirmed with Strawser Paving. The project will start either April or May. After completed, they will come back a month later for 1 day to do the permanent marking. The runway will be for any pilot that can take-off and land on 5,000 feet will be able to navigate the turn. It will be a 90 degree turn at the home line. There will be a pre-construction meeting held a month before the project starts.

The ODOT FY19 grant, the micro-surface the terminal apron project is 90% completed. There is still a 4-day construction duration and 1-day permanent marking left.

The ODOT FY20 grant, the Apron B, C1 Rehab project will be publicly bid in March.

The FAA FY20 pre-application and FAA Airport Improvement Plan (AIP) are ready to be sent in. Mr. Cooley will finalize the paperwork and send to Ms. Knisley for signatures.

Mr. Kochis reviewed the final change order with B & B Sealing for the deduction in the contract. This is the Terminal Apron project funded by FY19 ODOT grant monies.

**Approval of final change order with B & B Sealing, dba Duraseal**

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve the final change order with B & B Sealing, dba Duraseal (See attached to minutes)

Discussion: Mr. Heaton stated that ODOT does not roll over unspent funds like the FAA does.

Voting aye thereon: Kochis, Kaper, Burns, Fagan, McNeer, and Ferguson

Absent was: Szabrak

Motion passed.

**Approval of grant contract for FY2020 Ohio Airport Matching Grant program between the Fairfield County Airport Authority & Fairfield County Commissioners**

On motion of Jon Kochis and second of Pat Ferguson, the Fairfield County Airport Authority Board voted to approve the grant contract for FY2020 Ohio Airport Matching grant program between the Fairfield County Airport Authority and Fairfield County Commissioners (See attached to minutes)

Discussion: Mr. Kochis stated that this is the matching funds for the micro-surfacing project.

Voting aye thereon: Kochis, Ferguson, Burns, Fagan, Kaper, and McNeer

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Absent was: Szabrak  
Motion passed.

Mr. Heaton stated that the Airport will be able to keep the tie-downs.

**b. Storm Water System Rehab**

- Tile Repair – Kull Excavating  
Mr. Kochis reported that it has been too wet to repair. There will be a Request for Proposals (RFP) for the rest of the stormwater ditches located at the south of the Airport. This project will be funded by the Commissioners.
- Snow Removal Equipment (SRE) building  
Mr. Kochis reported that the Board of Commissioners is on board and will fund the SRE building project. Mr. Kochis and the County Facility Manager will work on an RFP for the project. This will also be a Commissioners funded project. He and the Facility Manager will manage the project. CMT will be the Engineer on the project. The Airport will pay for the engineering services.
- Training at former Med-Flight property/House – National Guard  
Mr. Kochis will call Slaters Hardware to rekey the house. The exercise/training is on April 30<sup>th</sup>. He will be involved in the exercise but will not be on the premises.

Mr. Ferguson will be present on behalf of the Airport Board.

Mr. Kochis stated that he had an interested party to rent the house. He asked that they send a proposal.

**Strategic Planning Committee – Bill McNeer, Jon Kochis, Rick Szabrak (absent)**

Mr. Kochis reported that the committee will not meet again until the FAA grant approves the funding for the strategic plan.

**Community Relations – Michael Kaper & Rick Szabrak (absent)**

Nothing new to report.

**Facilities and Grounds – Michael Kaper & Bill Fagan**

- Terminal Roof Warranty

Mr. Kochis reported that he has no update. He will follow-up with the Board next month on the status.

- Spill Bucket Repair

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Mr., Kochis reported that he received a few more quotes this month. Advanced Fuel Systems quote was \$12-13,000. SM Miller Construction Company (SMMCO) gave us a quote of \$5,800.

Last month the Board voted to approve a not to exceed in the amount of \$20,405. He feels confident with SMMCO. They reviewed the inspection recommendation. They have done a number of the same jobs. They are using less time and less disturbance.

The fill stacks have a life expectancy. SMMCO may be able to extract them. If he can't extract them, there will be an increase on the job. It will still be under the not exceed amount approved last month.

Ms. Knisley reported that their past projects include the Village of Baltimore. Their projects are on their website.

Mr. Kochis will contact SMMCO tomorrow to start the project.

- Fuel/credit card machine

Mr. Ferguson reported that the display unit has been in and installed.

Ms. Knisley reported that the invoice is \$18,575 for the credit card machine and display. The 2019 purchase order expired due to the new funding structure. She asked for additional appropriations to pay the invoice.

**Approval to appropriate from unappropriated in a major expenditure object category for capital outlay in the amount of \$18,575**

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to appropriate from unappropriated in a major expenditure object category for capital outlay in the amount of \$18,575. (See Financial Resolution FR 2020-2.10.c)

Voting aye thereon: Kochis, Kaper, Burns, Fagan, Ferguson and McNeer.

Absent was: Szabrak

Motion passed.

**Approval to process payment of \$18,575 invoice for the fuel/credit card machine form Purvis Brothers, Inc.**

On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority Board voted to process payment of \$18,575 invoice for the fuel/credit card machine form Purvis Brothers, Inc.

Voting aye thereon: Kochis, Fagan, Burns, Kaper, McNeer, and Ferguson

Absent was: Szabrak

Motion passed.

**FBO Liaison – Pat Ferguson**

Nothing new to report.

**Finance - Glenn Burns**

a. Financial Reports

The Board reviewed the following financial reports:

2020 Airport Cash Projection (See the cash projection attached to minutes)

Mr. Kochis reported that the funding structure will change again. The Board of Commissioners owns the property at the Airport. The Commissioners must expend the costs for the property. The Airport Board will fund the operating costs including fuel costs and fuel pump repairs. The Commissioners will pay for local paving and projects, stormwater projects, and the real estate taxes. The \$75,000 allocation from the Board of Commissioners will no longer happen. There will still be grant funded paving projects. The Board of Commissioners will pick up the local paving projects that are not eligible for grant funding.

Ms. Knisley reported that the changes are coming from the State Auditor's recommendation due to financial reporting.

Dr. Burns stated that the Board of Commissioners appear to be pleased with the projects out to the Airport and appreciate the Airport Board.

Mr. Shadd reported that the gravel road needs re-graveled.

Mr. Kochis stated that it is on the local paving project list for 2020.

- Purchase Order list
- Smart Card Fuel accounts
- Utility cost report

b. Payment of Bills

- **Approval for payment of bills totaling \$6,744.31**

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On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority Board voted to approve the payment of bills totaling \$6,744.31 (See invoice summary attached to minutes)

Voting aye thereon: Kochis, Fagan, Burns, McNeer, Ferguson, and Kaper  
Absent was: Szabrak  
Motion passed.

• **Motion to approve retroactively January payments totaling \$60,231.73**

On motion of Bill McNeer and second of Michael Kaper, the Fairfield County Airport Authority Board motioned to approve retroactively December payments totaling \$60,231.73. (See attached to minutes)

Voting aye thereon: McNeer, Kaper, Burns, Fagan, Kochis, and Ferguson  
Absent was: Szabrak  
Motion passed.

**Security & Safety – Jon Kochis & Bill McNeer**

Mr. Kochis reported that Sundowner Aviation alerted the Board regarding a former employee with their management. NetJets reported that this employee had suspicious behavior. There was a suspicious vehicle here at the airport. We turned it over to the Sheriff's Office.

**Tenant Relations – Glenn Burns & Bill Fagan**

a. **Rent Status Spreadsheet**

The Board reviewed the rent status spreadsheet.

Ms. Knisley reported that not all tenants are up to date on their increase of monthly rent. She plans to do a full audit by March.

Mr. Shadd reported that Sundowner Aviation did a walk through the hangars in Row F. He could not find any evidence leading to the higher electric charges.

Mr. McNeer stated he would like to find a way to charge tenants separately for their electric charges.

Mr. Kochis stated that there is another option on how to monitor electric rather than separate meter costs. He would like to look into having one box on the Row with each hangar having its own breaker.

Mr. Kochis suggested sending a friendly note to Hangar F tenants to check any appliances that could be malfunctioning.

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b. Monthly Hangar Lease

The Board asked that this be removed from the agenda until there is something new to report.

c. O6 lease amendment

Ms. Knisley reported that Mr. Huffman asked that he add another name to his current lease. I suggested they both sign a new lease together and I would ask the Board to waive the deposit.

Dr. Burns agreed to waive the deposit with the new lease.

Mr. McNeer stated that all lessees should have insurance on all aircrafts in their hangar and are supposed to keep it updated per their lease agreement.

Dr. Burns stated that it is tough to enforce collecting the insurance certificates.

**Web – Bill McNeer & Rick Szabrak (absent)**

Nothing new to report.

**Old Business**

None.

**New Business**

None.

**Informational Items**

None.

**Calendar of upcoming events and other important dates**

The Board reviewed the following calendar of upcoming events and other dates:

- a. Storm Water Plan – Review and Approve annually - February 2020  
Mr. Kochis reported that there are no changes.

**Approval of Storm Water Plan**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the storm water plan, see attached to minutes.

Voting aye thereon: Kochis, McNeer, Burns, Fagan, Ferguson, and Kaper

Absent was: Szabrak

Motion passed.

- b. Taxiway D project – Strawser will start Spring 2020  
c. FBO agreement expires 12/31/2020  
d. FAA grant deadlines:
  - o April 1, notice of intent to submit application
  - o May 18, Final application, based on bids

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- o June 1, if no notice of intent or application received, FAA will carryover entitlement funds
- e. Doug Majors Noxious Weed Control agreement expires 12/31/2020
- f. CMT Master agreement expires 9/9/2021 (option to extend 3 one-year extensions)
- g. Legal Services agreement with County Prosecutor expires 12/31/2021
- h. FAA lease for space expires 9/30/2022
- i. HAS mowing and snow removal contract expires on 9/30/2022
- j. Lease with Board of Commissioners to operate facilities expires on 11/16/2022
- k. Hangar J Lease agreement expires 12/31/22
- l. Insurance Coverage lock in rates expire 12/31/22

**Adjournment**

On motion of Pat Ferguson and second of Michael Kaper, the Fairfield County Airport Authority Board voted to adjourn at 6:56 p.m.

**Next meeting is Monday, March 9, 2020 at 6:00 pm at the Airport Terminal**

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*Meeting minutes for the February 10, 2020 meeting were approved on March 9 2020.*

Aye  
Glenn Burns

Aye  
Bill Fagan

Aye  
Rick Szabrak

Aye  
Jon Kochis

Absent  
Michael Kaper

Aye  
William McNeer

Absent  
Pat Ferguson

Staci A. Knisley  
Staci A. Knisley, Airport Clerk





**Fairfield County Airport Authority  
Board Meeting, February 10, 2020**

**Engineer's Summary Report**

1. FY 18 ODOT Aviation Grant Project  
Taxiway B Lighting Rehab – Project completed  
Final ODOT closeout meeting completed, final documents submitted.
2. FAA FY18 Grant – Construct Taxiway D (design phase)  
Grant Close out paperwork submitted Jan 14.
3. FY 19 ODOT Aviation Grant – Rehabilitate Terminal Apron  
DuraSeal - \$185,907.50 is complete – ODOT closeout inspection completed, final quantity rectification underway. Anticipate final payment reimbursement request soon.
4. FY 19 FAA AIP Grant Application  
Low bidder: Strawser Paving at \$526,654.50  
Grant received and executed total amount \$588,654.50 (\$529,789.00 federal, \$29,432.73 ODOT and \$29,432.77 LHQ). Project initiation in May 2020.
5. ODOT FY20 – Apron B, C1 Rehab.  
Design underway, plans and specs review to be completed by ODOT January 2020. Bidding scheduled for March 2020.
6. ODOT BlackCat portal update.  
ODOT is now requiring all direct and matching grants to be submitted and reimbursed through their new BlackCat online portal.
7. FY 20 FAA AIP Grant Preapplication  
Master Plan Update scope documents sent to FAA after Planning teleconference. Mid-January meeting to be scheduled to discuss again with ADO. Item outstanding
8. Action Items: Request follow up meeting/call with FAA ADO regarding proposed FY 20 Master Plan Update.

FINAL CHANGE ORDER

Order No. 1  
Date: January 16, 2020

Project: Rehabilitate Terminal Apron  
Fairfield County Airport ODOT Project #19-08  
Owner: The Fairfield County Airport Authority  
Contractor: B&B Sealing, dba Duraseal

The following changes are hereby made to the Contract Documents:

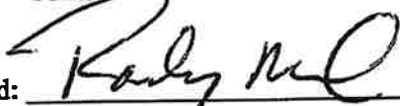
REMOVE:


2	Pavement Repair	(100 SY @ \$30/SY)	\$3,000.00
8	Asphalt Concrete Pavements	(199.45 Tons @ \$105/Ton)	\$20,942.25

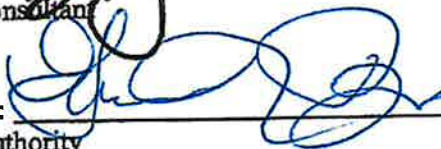
<u>Total Add</u>	<u>\$</u>	<u>0.00</u>
<u>Total Deduct</u>	<u>\$</u>	<u>23,942.25</u>
<u>C/O Value</u>	<u>\$</u>	<u>(23,942.25)</u>

Original Contract Price:	\$	<u>185,907.50</u>
Previous Adjustments:	\$	<u>0.00</u>
Adjustment This Change Order:	\$	<u>(23,942.25)</u>
Total Adjusted Contract Price:	\$	<u>161,965.25</u>

Change to Contract Time: NONE

Approved:  1/21/2020  
Contractor Title Date

Approved:  PROJ. MANAGER 1/16/20  
Consultant Title Date

Approved:  President of Board 2/10/20  
Authority Title Date

**An Administrative Approval for Fiscal Year (FY) 2020 Ohio Airport Matching Grant program contract between the Ohio Department of Transportation (ODOT) and the Fairfield County Airport Authority & Fairfield County Commissioners**

**WHEREAS**, ODOT agrees to provide grant funds for 5% of the eligible costs, a maximum of \$29,433 in State funds for costs associated with FAA grant 3-39-0044-028-2019; and

**WHEREAS**, the Airport Authority Board and the Board of Commissioners are both parties to the contract; and

**WHEREAS**, on behalf of the Airport Authority Board, Dr. Glenn Burns signed and approved the attached grant contract with ODOT on February 10, 2019; and

**WHEREAS**, County Administrator Carri Brown has authority for signing contracts up to \$50,000 is permitted as per resolution 2014-09.30.a; and

**WHEREAS**, the Prosecutor's Office has reviewed the agreement; and

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**NOW THEREFORE, BE IT APPROVED BY THE COUNTY ADMINISTRATOR, COUNTY OF FAIRFIELD, STATE OF OHIO:**

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**Section 1.** That the County Administrator accepts, approves, and signs the attached FY2020 Ohio Airport Matching Grant Program contract.

**A resolution to approve the grant contract for the FY 2020 Ohio Airport Matching Grant Program from the Office of Aviation/Ohio Department of Transportation (ODOT)**

**WHEREAS**, the Fairfield County Airport Authority Board applied for the FY2020 Ohio Airport Matching Grant Program in December 2019; and

**WHEREAS**, the grant contract provides funds up to \$29,433 from ODOT to match the Federal Aviation Administration (FAA) Grant# 3-39-0044-028-2019; and

**WHEREAS**, this resolution gives the President of the Board, Dr. Glenn R. Burns authorization to accept and sign the contract and all other future documents that are pertaining to the FY2020 Ohio Airport Matching grant program; and

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**NOW THEREFORE, BE IT RESOLVED BY THE AIRPORT AUTHORITY BOARD, COUNTY OF FAIRFIELD, STATE OF OHIO:**

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**Section 1.** That the Fairfield County Airport Authority Board approves the grant contract for the FY2020 Airport Matching Grant program.

Motion by: Jon Kochis

Seconded by: Pat Ferguson

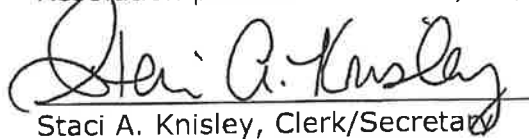
Ayes: Kochis, Ferguson, Burns, Fagan, McNeer, and Kaper

Nays: None

Abstentions: None

Absent: Szabrak

Resolution passed on February 10, 2020

  
Staci A. Knisley, Clerk/Secretary

**GRANT CONTRACT**

under

The Fiscal Year 2020 Ohio Airport Matching Grant Program

between the

**Fairfield County Airport Authority &  
Fairfield County Commissioners**  
and

The Ohio Department of Transportation  
Office of Aviation

ODOT Project Number  
M20-05

FAA Project Number  
3-39-0044-028-2019

**OHIO DEPARTMENT OF TRANSPORTATION**

**Office of Aviation**

**Ohio Airport Maintenance Grant Contract**

**ODOT Project. No. M20-05**

In consideration of the mutual covenants, promises, representations, and warranties set forth herein, the State of Ohio, Department of Transportation and the

***Fairfield County Airport Authority & Fairfield County Commissioners***

agree as follows:

**ARTICLE I: DEFINITIONS**

1.1 The following words and terms as used herein shall have the following meanings unless the context or use indicates a different meaning:

**Administrator:** the Administrator of ODOT's Office of Aviation

**Airport:** an airport which is eligible to receive federal funds under the AIP, but which does not receive FAA Air Carrier Enplanement Funds or FAA Cargo Funds.

**AIP:** the Federal Aviation Administration program that provides federal funds to public agencies for planning and development of airports.

**Code:** the Ohio Revised Code.

**Contract:** this Contract, which is identified as ODOT Project No. M20-05

**Criteria:** the Ohio Airport Grant Program Criteria for the current Fiscal Year

**Drug-Free Workplace Program:** Requirements for drug-free workplace.

**FAA:** the Federal Aviation Administration.

**FAA Air Carrier Enplanement Funds:** AIP funds granted to an airport owner in an amount based on the number of enplanements on certificated route air carriers.

**FAA Cargo Funds:** Federal funds received from the FAA by an Airport that has had 100 million pounds landed weight of all cargo aircraft annually.

**FAA Final Audit:** the project audit required by the FAA.

**Federal Share:** the federal share of the Total Project Cost as specified in Section 2.2 of the Contract.

**Final Application:** the final application of the Grantee provided in Chapter II, Application Procedure of the Criteria.

**Grant Funds:** program funds.

**Grantee: The Fairfield County Airport Authority & Fairfield County Commissioners**

**Land Ownership Reimbursement Allowance:** an amount of funds based upon the appraised value of Airport-owned property and which has been credited by the FAA to the Grantee toward the Local Share.

**Local Share:** the local share of the Total Project Cost as specified in Section 2.2 of the Contract.

**ODOT:** the Ohio Department of Transportation.

**Program:** a grant program funded by the Ohio Airport Grant Program.

**Project:** the project funded by the Contract which is identified as ODOT Project No. M20-05

**Standard Assurances:** the assurances referred to in the Ohio Airport Grant Program Application Procedure. The application Procedure and its appendices are available at <http://www.dot.state.oh.us/Divisions/Operations/Aviation/Pages/OhioAirportGrantProgram.aspx>.

**State:** the State of Ohio.

**State Share:** the state share of the Total Project Cost as specified in Section 2.3 of the Contract.

**Total Project Cost:** the total project cost as specified in Section 2.2 of the Contract.



## ARTICLE II

### SECTION 1: PURPOSE

- 1.1 The purpose of this Contract is to provide financial assistance from ODOT to the Grantee in accordance with the Criteria.
- 1.2 The Grant Funds obtained through this Contract shall be used to provide a portion of the Total Project Cost for the project after Land Ownership Reimbursement Allowances, if any, are expended. The Grantee shall apply all Grant Funds provided under this Contract to the total project cost incurred in the performance of the PROJECT described below.

### SECTION 2: SCOPE OF PROJECT AND FUNDING

#### Scope of Project: **RELOCATE TAXIWAY D at Fairfield County Airport**

- 2.1 The Grantee shall apply all Grant Funds provided under this Contract to the total project cost incurred in the performance of the PROJECT.

- 2.2 The Project costs are as follows:

Total Project Cost: \$588,655.00

Total Local Share: \$29,433.00

Total Federal Share: \$529,789.00

**Total State Share: \$29,433.00**

- 2.3 ODOT agrees to provide Grant Funds to the Grantee for the project in the amount of **\$29,433.00**

The total cost for the project is **\$588,655.00**. ODOT shall provide to the Grantee 5.00 percent of the eligible costs, **up to a maximum of \$29,433.00 in State funds**. This maximum amount reflects the funding limit for the project set by the applicable Program Manager. Unless otherwise provided, funds through ODOT shall be applied only to the eligible costs associated with the project funded by FAA Grant Number 3-39-0044-028-2019

- 2.4 Legislative or administrative action may reduce Program funds available to ODOT for administration of this Contract. In the event such action occurs at any time before ODOT has made final payment under this Contract, ODOT shall be relieved of its obligation to pay the amount specified in this Section and shall be required to pay only such amount as it may determine.

- 2.5 This Contract is subject to prior certification by the Director of the Office of Budget and Management that there is a balance in the funds appropriated sufficient to meet the state's obligations under this contract, and that said balance is not already obligated to pay existing

obligations. Payment of grant funds is subject to an appropriation and certification in accordance with requirements of ORC Section 126.07.

2.6 Non-Appropriation and OBM Certification: Performance by ODOT under this Contract (or Addendum) is dependent upon the appropriation of funds by the Ohio General Assembly. Therefore, in accordance with Section 126.07 of the Ohio Revised Code, it is understood that ODOT's funds are contingent on the availability of such lawful appropriations by the Ohio General Assembly. If the Ohio General Assembly fails at any time to continue funding for the payments due hereunder, this Agreement is hereby terminated as of the date that the funding expires without further obligation of ODOT.

2.7 ODOT reserves the right to make partial payments on any Grant Contract when necessary to conform to appropriation levels and cash availability.

2.8 Upon completion of the project and after ODOT's completion of the project inspection, Grantee shall submit to ODOT a Request for Payment Voucher Form. ODOT will then initiate requisition for payment of the State Share specified in Section 2.3 of this Contract provided that expenditures made by the Grantee are:

- 2.8.1 Made in conformance with the Application, the Criteria and this Contract;
- 2.8.2 Necessary in order to accomplish the project;
- 2.8.3 Reasonable in amount for the goods and services purchased;
- 2.8.4 Actual net costs to the Grantee after any refunds, rebates, or other items of value received by the Grantee have been subtracted; and
- 2.8.5 Incurred for work performed after the execution of this Contract by ODOT, unless specific written authorization to the contrary has been received by the Grantee from ODOT.

2.9 The Grantee hereby restates, confirms and incorporates by reference the Standard Assurances and all other statements, representations, covenants and agreements contained in the Grantee's Application for Grant Funds issued pursuant to the Criteria. The Grantee hereby represents and warrants that the amount set forth in paragraph 2.3 of this Contract as the Total Project Cost is the Total Project Cost. The Grantee shall fully comply with all federal, state and local laws, rules, executive orders, and other legal requirements as they apply to airports and to the performance of this Contract.

2.10 The ODOT Request for Payment Form shall be submitted to the Office of Aviation by the Grantee with documentation specifying the project cost, the State Share and the Local Share. Payment will be made on the basis of invoices received by the grantee for work done. Grantee shall submit all other information to the Office of Aviation as requested by ODOT or its agents.

2.11 The Grantee shall return any overpayment of Grant Funds to ODOT not later than forty-five (45) days after notification by ODOT which reveals such overpayment.

2.12 If, for any reason, the Grantee is requested to refund all or a portion of the Grant Funds, any such refund shall be immediately initiated by the Grantee upon receipt by the Grantee of said request from ODOT.

2.13 The Grantee agrees that ODOT shall, for the purpose of audit and examination, be permitted to inspect all work, materials, payrolls, and other data and records pertaining to the project, and to audit the books, records, and accounts maintained with regard to the project.

2.14 The Grantee shall permit ODOT or any of its agents to inspect all project facilities and equipment.

2.15 If any of the project facilities or equipment are not used for the purpose of aviation, whether resulting from planned withdrawal, casualty loss, termination of the Grantee's airport operations or any other event, or if the public is not afforded use of the Grantee's airport for which Grant Funds have been provided as fully and equally as all other parties in accordance with Section 4561.11 of the Code, for a period of 20 years, the Grantee shall immediately notify the Administrator and shall promptly remit to ODOT the full amount of the Grant.

2.16 The Grantee shall purchase and/or maintain such insurance or self-insurance on all project facilities and equipment throughout the life of the Project in an amount and form as will be adequate, in ODOT's judgment, to protect the State interest therein and include coverage for theft, loss and liability.

### **ARTICLE 3: GENERAL PROVISIONS**

3.1 The Grantee and all project contractors shall fully comply with all federal, state and local laws, rules, ordinances, executive orders, and other legal requirements bearing on the performance of the contract, including but not limited to, the laws referenced in these provisions of the contract and the other contract documents. If the contract documents are at variance therewith in any respect, any necessary changes shall be incorporated by appropriate modification.

3.2 In no event shall the Grantee or any of its employees, agents, contractors or subcontractors be considered agents or employees of ODOT, the State or the FAA. The Grantee agrees that none of its employees, agents, contractors or subcontractors will hold themselves out as, or claim to be, agents, officers or employees of ODOT, the State or FAA, and will not, by reason of any relationship with ODOT, make any claim, demand or application to or for any right or privilege applicable to an agent, officer or employee of the State or the FAA, including, but not limited to, rights and privileges concerning workers' compensation benefits, social security coverage or retirement membership or credit.

- 3.3 No state agency and no political subdivision shall award a contract for goods, services, or construction, paid for in whole or in part with state funds, to a person whom a finding for recovery has been issued by the Auditor of State, if the finding for recovery is unresolved as defined by the Attorney General.
- 3.4 Neglect or failure by Grantee to comply with any of the terms, conditions, or provisions of this Agreement, including misrepresentation of fact, shall be an event of default, unless such failure or misrepresentation are the result of natural disasters, strikes, lockouts, acts of public enemies, insurrections, riots, epidemics, civil disturbances, explosions, orders of any kind of governments of the United States or State of Ohio or any of their departments or political subdivisions, or any other cause not reasonably within the Grantee's control. The Grantee, however, shall remedy as soon as possible each cause preventing its compliance with this Agreement.
- 3.5 If notified by ODOT in writing that it is in violation of any of the terms, conditions, or provisions of this Agreement, and a default has occurred, the Grantee shall have thirty (30) days from the date of such notification to remedy the default or, if the remedy will take in excess of thirty (30) days to complete, the Grantee shall have thirty (30) days to satisfactorily commence a remedy of the causes preventing its compliance and curing the default situation. Expiration of the thirty days and failure by the Grantee to remedy, or to satisfactorily commence the remedy of, the default whether payment of funds has been fully or partially made, shall result in ODOT, at its discretion, declining to make any further payments to the Grantee, or immediate termination of this Agreement by ODOT.
- 3.6 The Grantee, upon receipt of notice of termination, shall cease work on the terminated activities under this Agreement, terminate all subcontracts relating to such terminated activities, take all necessary or appropriate steps to limit disbursements and minimize costs, and furnish a report, as of the date of receipt of notice of termination describing the status of all work under this Agreement, including without limitation, results accomplished, conclusions resulting there from, and such other matters as the State may require.
- 3.7 In the event of termination under this Section, Grantee shall be entitled to compensation, upon submission of a proper invoice, for the work performed prior to receipt of notice of termination, less any funds previously paid by or on behalf of ODOT. ODOT shall not be liable for any further claims, and the claims submitted by the Grantee shall not exceed the total amount of consideration stated in this Agreement. In the event of termination, any payments made by ODOT for which services have not been rendered by the Grantee shall be returned to ODOT.
- 3.8 No remedy herein conferred upon or reserved by ODOT is intended to be exclusive of any other available remedy, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity. No delay or omission to exercise any right or option accruing to ODOT upon any default by the Grantee shall impair any such right or option or shall be construed to be a waiver thereof, but any such right or option may be exercised from time to time and as often as may be deemed expedient by ODOT.

- 3.9 The Grantee shall avail itself of all legal and equitable remedies under any third party contract which relates to the project and shall notify the Office of Aviation of any current or prospective litigation pertaining to any such third party contract. ODOT may require the Grantee to pay a proportionate share, based on the ratio of the Grant Fund paid to the Grantee pursuant to this Contract to the Total Project Cost, of the proceeds of any third party recovery related to the project.
- 3.10 The Grantee shall immediately notify ODOT of any change in conditions or of local law or of any other event which may significantly affect its ability to perform the project in accordance with the provisions of this Contract. ODOT hereby reserves the right to terminate the project and cancel this Contract if ODOT determines that the continuation of the project would not justify the expenditure of Grant Funds or there is pending litigation, which in the opinion of ODOT, may jeopardize the Grant Funds or the project.
- 3.11 If any term, provision or condition contained in this Contract is breached by either the Grantee or ODOT and thereafter such breach is waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.
- 3.12 This Contract and any claims arising out of this Contract shall be governed by the laws of the State of Ohio. Any provision of this Contract prohibited by the law of Ohio shall be deemed void and of no effect. Any litigation arising out of or relating in any way to this Contract or the performance thereunder shall be brought only in the courts of Ohio, and the Grantee hereby irrevocably consents to such jurisdiction. To the extent that ODOT is a party to any litigation arising out of or relating in any way to this Contract thereunder, such an action shall be brought only in a court of competent jurisdiction in Franklin County, Ohio.
- 3.13 If any provision of this Contract is held to be invalid or unenforceable by a court of competent jurisdiction, such holding shall not affect the validity or enforceability of the remainder of this Contract. All provisions of this Contract shall be deemed severable.
- 3.14 The Grantee shall not assign or subcontract, in whole or part, or otherwise dispose of the Contract without the prior written consent of ODOT and such written consent shall not release the Grantee from any obligations of this Contract.
- 3.15 The section captions in this Contract are for the convenience of reference only and in no way define, limit or describe the scope or intent of this Contract or any part hereof and shall not be considered in any construction hereof.
- 3.16 EQUAL EMPLOYMENT OPPORTUNITY/NON-DISCRIMINATION
- 3.16.1 In carrying out this Contract, Grantee will ensure that applicants are hired and that employees are treated during employment without regard to their race, religion, color, sex (including pregnancy, gender identification and sexual orientation), national origin

(ancestry), disability, genetic information, age (40 years or older), or military status (past, present, or future). Such action shall include, but not be limited to, the following: Employment, Upgrading, Demotion, or Transfer; Recruitment or Recruitment Advertising; Layoff or Termination; Rates of Pay or other forms of Compensation; and Selection for Training including Apprenticeship.

3.16.2 Grantee agrees to post in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause, and in all solicitations or advertisements for employees placed by it, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex (including pregnancy, gender identification and sexual orientation), national origin (ancestry), disability, genetic information, age (40 years or older), or military status (past, present, or future). Grantee shall incorporate this nondiscrimination requirement within all of its contracts for any of the work on the projects (other than subcontracts for standard commercial supplies or raw materials) and shall require all of its contractors to incorporate such requirements in all subcontracts for any part of such project work.

3.16.3 Grantee agrees to fully comply with Title VI of the Civil Rights Act of 1964, 42 USC Sec. 2000. Grantee shall not discriminate on the basis of race, color, national origin, sex (including pregnancy, gender identification and sexual orientation), age, disability, low-income status, or limited English proficiency in its programs or activities. The Director of Transportation may monitor the Grantees's compliance with Title VI.

3.16.4 Compliance with Regulations: The Grantee (hereinafter includes consultants and contractors) will comply with the Acts and Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Government, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

3.16.5 Nondiscrimination: The Grantee, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin (ancestry), sex (including pregnancy, gender identification and sexual orientation), age (40 years or older), disability, low-income status, or limited English proficiency in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Grantee will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations as set forth in Appendix E, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

3.16.6 Solicitations for Subcontractors, including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Grantee of the Grantee's obligations under this contract and the Acts and the Regulations relative to nondiscrimination on the grounds of race, color, national origin (ancestry), sex (including pregnancy, gender identification and sexual orientation), age (40 years or older), disability, low-income status, or limited English proficiency.

3.16.7 Information and Reports: The Grantee will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Ohio Department of Transportation (hereinafter "ODOT") or FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a Grantee is in the exclusive possession of another who fails or refuses to furnish this information, the Grantee will so certify to ODOT or FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.

3.16.8 Sanctions for Noncompliance: In the event of a Grantee's noncompliance with the Nondiscrimination provisions of this contract, ODOT will impose such contract sanctions as it or FHWA may determine to be appropriate, including, but not limited to:

- a. withholding payments to the Grantee under the contract until the Grantee complies; and/or,
- b. cancelling, terminating, or suspending a contract, in whole or in part.

3.16.9 Incorporation of Provisions: The Grantee will include the provisions of paragraphs one through nine in every contract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Grantee will take action with respect to any subcontract or procurement as ODOT or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Grantee becomes involved in, or is threatened with litigation by a contractor, subcontractor, or supplier because of such direction, the Grantee may request ODOT to enter into any litigation to protect the interests of ODOT. In addition, the Grantee may request the United States to enter into the litigation to protect the interests of the United States.

3.16.10 During the performance of this contract, the Grantee, for itself, its assignees, and successors in interest (hereinafter referred to as the "Grantee," which includes consultants) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-Aid programs and projects)
- Federal-Aid Highway Act of 1973 (23 U.S.C. § 324 et seq.) (prohibits discrimination on the basis of sex)
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 et seq.), as amended (prohibits discrimination on the basis of disability) and 49 CFR Part 27

- The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.) (prohibits discrimination on the basis of age)
- Airport and Airway Improvement Act of 1982 (49 U.S.C. § 471, Section 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex)
- The Civil Rights Restoration Act of 1987 (PL 100-209) (broadened the scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of Federal-Aid recipients, sub-recipients, and contractors, whether such programs or activities are Federally funded or not)
- Titles II and III of the Americans with Disabilities Act (42 U.S.C. §§ 12131-12189), as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38 (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities)
- The Federal Aviation Administration’s Non-Discrimination Statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex)
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations)
- Executive Order 13166, Improving Access to Services for People with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100)
- Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended (prohibits discrimination in the sale, rental, and financing of dwellings on the basis of race, color, religion, sex, national origin, disability, or familial status (presence of child under the age of 18 and pregnant women)
- Title IX of the Education Amendments Act of 1972, as amended (20 U.S.C. 1681 et seq.) (prohibits discrimination on the basis of sex in education programs or activities)
- In hiring of employees for the performance of the work under this contract or any subcontract, no contractor or subcontractor shall, by reason of race, color, religion, sex, age, handicap, national origin or ancestry, discriminate against any citizen of this state in the employment of a person qualified and available to perform the work to which this Contract relates.
- Uniformed Services Employment and Reemployment Rights Act (USERRA) (38 U.S.C. 4301-4333) (prohibits discrimination on the basis of present, past or future military service)
- Genetic Information Nondiscrimination Act (GINA) (42 U.S.C. 2000 ff.)



3.17 DRUG-FREE WORKPLACE

Contractor agrees to comply with all applicable state and federal laws regarding drug-free workplace. Contractor shall make a good faith effort to ensure that all Contractor employees, while working on state property, will not purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way.

3.18 ETHICS REQUIREMENTS

Contractor agrees that they are currently in compliance and will continue to adhere to the requirements of Ohio Ethics law as provided by Section 102.03 and 102.04 of the Ohio Revised Code.

3.19 OHIO ELECTION LAW

Contractor affirms that, as applicable to it, no party listed in Division (I) or (J) of Section 3517.13 of the Revised Code or spouse of such party has made, as an individual, within the two previous calendar years, one or more contributions totaling in excess of \$1,000.00 to the Governor or to his campaign committees.

3.20 FINDINGS FOR RECOVERY

Grantee affirmatively represents to the State that it is not subject to a finding for recovery under R.C. 9.24, or that it has taken the appropriate remedial steps required under R.C. 9.24 or otherwise qualifies under that section. Grantee agrees that if this representation is deemed to be false, the contract shall be void ab initio as between the parties to this contract, and any funds paid by the State hereunder shall be immediately repaid to the State, or an action for recovery may be immediately commenced by the State for recovery of said funds.

3.21 OFFER AND EFFECTIVE DATE

When transmitted by ODOT to the Grantee, this document shall constitute an offer which shall expire if it is not accepted, executed and returned to ODOT by the Grantee within fifteen (15) working days of such transmittal, unless an extension is granted by the Office of Aviation at the request of the Grantee. This Contract shall become effective on the date signed by the Director of ODOT, and the obligations of the parties hereunder shall then begin.

3.22 REPRESENTATIONS AND WARRANTIES MADE BY GRANTEE

The Grantee hereby restates, confirms and incorporates by reference the Standard Assurances and all other statements, representations, covenants and agreements contained in the Grantee's Application for Grant Funds issued pursuant to the Criteria. The Grantee hereby represents and warrants that the amount set forth in Article II, Section 2.2 is the Total Project Cost.

3.23. EXECUTION

3.23.1 The Grantee hereby represents that it is one of the following, with full power and authority to enter into this Contract: A regional airport authority established under Chapter 308 of the Code; a port authority established under Chapter 4582 of the Code; the State; a municipality; a county; or a township on an island.

3.23.2 This Contract may be executed in any number of counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

3.23.3 Any party hereto may deliver a copy of its counterpart signature page to this Contract via fax or email. Each party hereto shall be entitled to rely upon a facsimile signature of any other party delivered in such a manner as if such signature were an original.

(the remainder of this page is left blank intentionally)

**FOR THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION:**

The Director of the Ohio Department of Transportation has duly executed this Contract this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_  
Director of the Ohio Department of Transportation

**FOR THE GRANTEE:**

Executed this 10<sup>th</sup> day of February, 2020.

By: X [Signature]

Title: President of the Airport Authority Board

Executed this 11<sup>th</sup> day of February, 2020.

By: X [Signature]

Title: County Administrator, Board of Commissioners

**CERTIFICATE OF GRANTEE'S ATTORNEY:**

I, Amy Brown Thompson, acting as attorney for the Grantee, do hereby certify that I have examined this Contract and the proceedings taken by the Grantee related thereto, and find that the acceptance of ODOT's offer by the Grantee has been duly authorized by the Grantee's action dated \_\_\_\_\_, (a certified copy of which is attached hereto) and that the execution of this Contract is in all respects due and proper and in accordance with applicable federal, state and local law, and further that, in my opinion, said Contract constitutes a legal and binding obligation of the Grantee in accordance with the terms thereof. If the project is to be performed on property owned in fee simple by the Grantee, I certify that there are no legal impediments that will prevent full performance of the Contract by the Grantee. I further certify that, to the best of my knowledge, there is no litigation, pending or threatened, which might affect the performance of the project in accordance with the terms of this Contract.

Dated this 11<sup>th</sup> day of February, 2020.

By: [Signature]

Title: Asst. Prosecuting Attorney for Fairfield County

Prosecutor's Approval Page

**Administrative Approval No. AA.02.11-2020.b**

**An Administrative Approval for Fiscal Year (FY) 2020 Ohio Airport Matching Grant program contract between the Ohio Department of Transportation (ODOT) and the Fairfield County Airport Authority & Fairfield County Commissioners**

(Fairfield County Commissioners)

Approved as to form on 2/11/2020 9:45:35 AM by Amy Brown-Thompson,

A handwritten signature in cursive script that reads "Amy Brown-Thompson".

Amy Brown-Thompson  
Prosecutor's Office  
Fairfield County, Ohio

Signature Page

**Administrative Approval No. AA.02.11-2020.b**

**An Administrative Approval for Fiscal Year (FY) 2020 Ohio Airport Matching Grant program contract between the Ohio Department of Transportation (ODOT) and the Fairfield County Airport Authority & Fairfield County Commissioners**

(Fairfield County Commissioners)

Approved on 2/11/2020 12:58:47 PM by Carri Brown, County Administrator, pursuant Ohio Revised Code 305.30 and resolution 2014-09.30.a

A handwritten signature in black ink that reads "Carri Brown". The signature is written in a cursive style with a large initial "C" and a long, sweeping underline.

Carri Brown, County Administrator  
Board of County Commissioners  
Fairfield County, Ohio

**FR2020-2.10.c**

**A resolution to appropriate from unappropriated funds in a major category expense for the Fund# 7800 – Fairfield County Airport Authority Board**

**WHEREAS**, additional appropriations are necessary for the payment of the fuel pump system/credit card machine; and

**WHEREAS**, appropriations from unappropriated funds will allow the budget to increase in the major category expense for capital outlay for org# 80780000; and

---

**NOW THEREFORE, BE IT RESOLVED BY THE AIRPORT AUTHORITY BOARD, COUNTY OF FAIRFIELD, STATE OF OHIO:**

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Section 1. That the Fairfield County Auditor appropriate from unappropriated funds in the major expense category of capital outlay for org# 80780000, Fund# 7800.

\$ 18,575                      80780000      capital outlay

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Motion by:                      Jon Kochis

Seconded by:                      Michael Kaper

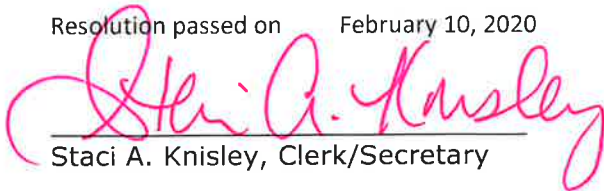
Ayes:                                  Kochis, Kaper, Burns, Fagan, Ferguson, and McNeer

Nays:                                  None

Abstentions:                      None

Absent:                                Szabrak

Resolution passed on      February 10, 2020



Staci A. Knisley, Clerk/Secretary

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**For Auditor's Office Use Only:**

*Section 1.*

\$ 18,575                      80780000 574000 equipment

# Airport General Operating Projection

DESCRIPTION	2020 Projection	2021 Projection	2022 Projection	2023 Projection	2024 Projection
C/O CASH FROM PRIOR YEAR	340600.03	382290.53	434426.03	480187.63	519414.113
PROPERTY TAX REIMBURSEMENT					
FUEL EXCISE TAX REIMBURSEMENT	3	3	3	3	3
CHARGES FOR SERVICES					
FEES - OVERNIGHT AIRPORT	62.5	62.5	62.5	62.5	62.5
JET FUEL - AIRPORT	285000	285000	285000	285000	285000
RENTS AND ROYALTIES	230000	230000	230000	230000	230000
RENTS - T-HANGARS	0	0	0	0	0
RENT - BOX HANGARS	0	0	0	0	0
AIRPORT EASEMENT ROYALTY	0	0	0	0	0
SPACE RENT AT AIRPORT	500	500	500	500	500
RENT - AIRPORT TIE DOWNS	0	0	0	0	0
OTHER RECEIPTS	0	0	0	0	0
INSURANCE REIMB	0	0	0	0	0
REFUNDS	0	0	0	0	0
REFUND OF PRIOR YR EXPENSES	0	0	0	0	0
INTERFUND TRANSFERS IN	0	0	0	0	0
AUCTION/PRIVATE SALES	0	0	0	0	0
CONTRACTUAL SERVICES	-150000	-157500	-162225	-167091.75	-172104.5025
TAX APPRAISAL	0	0	0	0	0
REPAIR AND MAINTENANCE	-10000	-10000	-10000	-10000	-10000
COMMUNICATIONS/TELEPHONE	-2100	-2100	-2100	-2100	-2100
ADVERTISING	-2000	-2000	-2000	-2000	-2000
TRAVEL REIMBURSEMENT	-100	-100	-100	-100	-100
MATERIALS & SUPPLIES	-8000	-8000	-9000	-10000	-10000
GENERAL OFFICE SUPPLIES	-100	-100	-100	-100	-100
CLOTHING-TAXABLE	0	0	0	0	0
ENERGY	-21000	-21630	-22278.9	-22947.267	-23635.68501
FUEL (GASOLINE/DIESEL)	-260000	-260000	-260000	-260000	-260000
CAPITAL OUTLAY					
CONSTRUCTION IN PROGRESS	0	0	0	0	0
EQUIPMENT, SOFTWARE & FIXTURES	-19575	-1000	-1000	-1000	-1000
FURNITURE & FIXTURES	0	0	0	0	0
REFUNDS OF HANGAR DEPOSITS	-1000	-1000	-1000	-1000	-1000
TRANSFERS	0	0	0	0	0
TRANSFERS, GRANT MATCH	0	0	0	0	0
RENTS AND ROYALTIES	0	0	0	0	0
Year End Revenues	\$ 515,565.50	\$ 515,565.50	\$ 515,565.50	\$ 515,565.50	\$ 515,565.50
Year End Expenses	\$ (473,875.00)	\$ (463,430.00)	\$ (469,803.90)	\$ (476,339.02)	\$ (482,040.19)
Carryover Cash/estimate & current diff.	\$ 41,690.50	\$ 52,135.50	\$ 45,761.60	\$ 39,226.48	\$ 33,525.31
Accumulating Carryover Cash/estimate	\$ 382,290.53	\$ 434,426.03	\$ 480,187.63	\$ 519,414.11	\$ 552,939.43

updated - 2.6.20





# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2020 01

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<b>80780000 AIRPORT OPERATIONS</b>							
<b>530000 CONTRACTUAL SERVICES</b>							
80780000 530000	CNTRCT SVC	150,000.00	151,800.00	14,898.66	14,898.66	132,573.34	4,328.00 97.1
2020/01/000361	01/13/2020 API	93.50 VND	001281 PO	20001124	PORTA KLEEN	rental portable toilet - 12/13	5301232
2020/01/000361	01/13/2020 API	47.00 VND	012572 PO	20001109	LEWELLENS SERVICES I	drinking water srv	5301323
2020/01/000361	01/13/2020 API	9.95 VND	012572 PO	20001109	LEWELLENS SERVICES I	drinking water srv - Dec 13	5301323
2020/01/000361	01/13/2020 API	2,000.00 VND	005552 PO	20000032	HISTORICAL AIRCRAFT	snow plowing/mowng	5301278
2020/01/000361	01/13/2020 API	3,542.00 VND	012226 PO	20001106	ARTHUR J GALLAGHER C	Airport liability insurance -	5301319
2020/01/000361	01/13/2020 API	50.00 VND	013701 PO	20001148	MAJORS, DOUGLAS J	Noxious weed agreement	5301332
2020/01/000806	01/21/2020 API	275.42 VND	003668 PO	20001176	LOCAL WASTE SERVICE	Airport trash 1/1-1/31/20	5302133
2020/01/000806	01/21/2020 API	4,000.00 VND	007099 PO	20001126	SUNDOWNER AVIATION L	Airport mgr 1/1-1/31/20	5302170
2020/01/000810	01/21/2020 API	1,800.00 VND	005552 PO	20002236	HISTORICAL AIRCRAFT	reimb rent 10/1-12/31/19	5302156
2020/01/000810	01/21/2020 API	17.70 VND	012572 PO	20001109	LEWELLENS SERVICES I	Airport water srv	5302206
2020/01/000810	01/21/2020 API	27.65 VND	012572 PO	20001109	LEWELLENS SERVICES I	Airport water srv	5302206
2020/01/000817	01/21/2020 API	409.65 VND	005790 PO	20001083	OHIO DEPT OF TAXATIO	fuel sales tax 12/1-12/31/19	5302160
2020/01/000817	01/21/2020 API	373.39 VND	007099 PO	20001188	SUNDOWNER AVIATION L	reimb fuel sales 12/1-12/31/19	5302170
2020/01/000817	01/21/2020 API	2,158.90 VND	007099 PO	20001128	SUNDOWNER AVIATION L	hangar rent 12/1-12/31/19	5302170
2020/01/001114	01/27/2020 API	93.50 VND	001281 PO	20001124	PORTA KLEEN	rental port 1/10-2/6/20	5302637
TOTAL CONTRACTUAL SERVICES 150,000.00 151,800.00 14,898.66 14,898.66 132,573.34 4,328.00 97.1%							
<b>531020 TAX APPRAISAL</b>							
80780000 531020	TX APPRSL	20,000.00	20,000.00	.00	.00	20,000.00	.00 100.0
TOTAL TAX APPRAISAL 20,000.00 20,000.00 .00 .00 20,000.00 .00 100.0%							
<b>541001 ELECTRIC/UTILITIES</b>							
80780000 541001	ELE/UTILIT	25,000.00	25,000.00	2,275.42	2,275.42	21,824.58	900.00 96.4
2020/01/000361	01/13/2020 API	92.13 VND	003823 PO	20001226	NORTHEAST OHIO NATUR	3430 Old Co's rd 11/6-12/9	5301263
2020/01/000361	01/13/2020 API	46.07 VND	003823 PO	20001226	NORTHEAST OHIO NATUR	3383 Old Co's Rd 11/6-12/9	5301263
2020/01/000817	01/21/2020 API	116.06 VND	001373 PO	20001205	SOUTH CENTRAL POWER	Cons MOPed 12/4-1/4/20	5302102
2020/01/000817	01/21/2020 API	175.87 VND	001373 PO	20001205	SOUTH CENTRAL POWER	Terminal 2 12/4-1/4/20	5302102
2020/01/000817	01/21/2020 API	320.08 VND	001373 PO	20001205	SOUTH CENTRAL POWER	Terminal rwy t's 12/4-1/4/20	5302102

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2020 01

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED	
<b>80780000 541001 ELE/UTILITI</b>								
2020/01/000817	01/21/2020 API	34.66 VND 001373 PO 20001205	SOUTH CENTRAL POWER	3383	Columb Rd 12/4-1/4/20	5302102		
2020/01/000817	01/21/2020 API	115.07 VND 001373 PO 20001205	SOUTH CENTRAL POWER	Hangar G 12/4-1/4/20		5302102		
2020/01/000817	01/21/2020 API	251.36 VND 001373 PO 20001205	SOUTH CENTRAL POWER	Hangar P 12/4-1/4/20		5302102		
2020/01/000817	01/21/2020 API	173.03 VND 001373 PO 20001205	SOUTH CENTRAL POWER	Hangar Q 12/4-1/4/20		5302102		
2020/01/000817	01/21/2020 API	346.30 VND 001373 PO 20001205	SOUTH CENTRAL POWER	Hangar F 12/4-1/4/20		5302102		
2020/01/000817	01/21/2020 API	260.62 VND 001373 PO 20001205	SOUTH CENTRAL POWER	Hangar O 12/4-1/4/20		5302102		
2020/01/000817	01/21/2020 API	48.68 VND 003823 PO 20001226	NORTHEAST OHIO NATUR	Columb Rd 12/9-1/8/20		5302137		
2020/01/000817	01/21/2020 API	93.29 VND 003823 PO 20001226	NORTHEAST OHIO NATUR	Columb Rd 12/9-1/8/20		5302137		
2020/01/001114	01/27/2020 API	101.10 VND 023650 PO 20001277	FAIRFIELD CO UTILITI	3430	Columb 11/27-12/31/19	5302726		
2020/01/001114	01/27/2020 API	101.10 VND 023650 PO 20001277	FAIRFIELD CO UTILITI	3383	Columb 11/27-12/31/19	5302725		
TOTAL ELECTRIC/UTILITES	25,000.00	25,000.00	2,275.42	2,275.42	21,824.58	900.00	96.4%	
<b>543000 REPAIR AND MAINTENANCE</b>								
<b>80780000 543000 REPAIR</b>								
2020/01/000817	01/21/2020 API	25,000.00	46,000.00	5,388.15	5,388.15	19,315.43	21,296.42	53.7
2020/01/000817	01/21/2020 API	3,353.58 VND 001330 PO 20002179	CLAYPOOL ELECTRIC IN REPAIR	gate loop 12/17/19		5302097		
2020/01/000817	01/21/2020 API	180.00 VND 004476 PO 20001181	PRECISION OVERHEAD D HAS	srvc doors 12/30/19		5302146		
2020/01/000817	01/21/2020 API	1,164.00 VND 006561 PO 20000039	THOMAS DOOR CONTROLS	door @ terminal 12/12/19		5302166		
2020/01/000817	01/21/2020 API	344.63 VND 006709 PO 20001243	SUPERIOR PETROLEUM E	fuel pump srvc 12/13/19		5302167		
2020/01/000817	01/21/2020 API	345.94 VND 006709 PO 20001243	SUPERIOR PETROLEUM E	fuel pump srvc 1/6/20		5302167		
TOTAL REPAIR AND MAINTENANCE	25,000.00	46,000.00	5,388.15	5,388.15	19,315.43	21,296.42	53.7%	
<b>553000 COMMUNICATIONS/TELEPHONE</b>								
<b>80780000 553000 COMM</b>								
2020/01/000361	01/13/2020 API	2,100.00	2,100.00	171.56	171.56	1,928.44	.00	100.0
TOTAL COMMUNICATIONS/TELEPHONE	2,100.00	2,100.00	171.56	171.56	1,928.44	.00	100.0%	
<b>554000 ADVERTISING</b>								
<b>80780000 554000 ADVERTISE</b>								
2020/01/000361	01/13/2020 API	2,000.00	2,000.00	.00	.00	1,800.00	200.00	90.0
TOTAL ADVERTISING	2,000.00	2,000.00	.00	.00	1,800.00	200.00	90.0	

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2020 01

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
TOTAL ADVERTISING	2,000.00	2,000.00	.00	.00	1,800.00	200.00	90.0%
<b>558000 TRAVEL REIMBURSEMENT</b>							
80780000 TRAVEL	200.00	200.00	28.95	28.95	71.05	100.00	50.0
2020/01/000817 01/21/2020 API		28.95 VND 080643 PO 20001859 KNISLEY, STACT A			travel Airport 8/12-1/13/20	1564970	
TOTAL TRAVEL REIMBURSEMENT	200.00	200.00	28.95	28.95	71.05	100.00	50.0%
<b>560000 MATERIALS &amp; SUPPLIES</b>							
80780000 MATERIALS	15,000.00	15,000.00	815.19	815.19	9,484.81	4,700.00	68.7
2020/01/000361 01/13/2020 API		108.50 VND 006335 PO 20001238 MANATRCO INC			Airport Tighting - breakable c	5301287	
2020/01/000817 01/21/2020 API		706.69 VND 007099 PO 20001245 SUNDOWNER AVIATION L			reimb supplie 6/6-11/20/19	5302170	
TOTAL MATERIALS & SUPPLIES	15,000.00	15,000.00	815.19	815.19	9,484.81	4,700.00	68.7%
<b>561000 GENERAL OFFICE SUPPLIES</b>							
80780000 GNRL OFFC	500.00	500.00	.00	.00	300.00	200.00	60.0
TOTAL GENERAL OFFICE SUPPLIES	500.00	500.00	.00	.00	300.00	200.00	60.0%
<b>562600 FUEL (GASOLINE/DIESEL)</b>							
80780000 FUEL	250,000.00	250,000.00	36,045.80	36,045.80	213,954.20	.00	100.0
2020/01/001108 01/27/2020 API		36,045.80 VND 005545 PO 20002431 PURVIS BROTHERS INC			Airport fuel 1/9/20	5302679	

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2020 01

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
TOTAL FUEL (GASOLINE/DIESEL)	250,000.00	250,000.00	36,045.80	36,045.80	213,954.20	.00	100.0%
<b>570000 CAPITAL OUTLAY</b>							
80780000 570000 CAP OUT	55,000.00	55,000.00	.00	.00	.00	55,000.00	.0
TOTAL CAPITAL OUTLAY	55,000.00	55,000.00	.00	.00	.00	55,000.00	.0%
<b>574000 EQUIPMENT, SOFTWARE &amp; FIXTURES</b>							
80780000 574000 SOFT	10,000.00	10,000.00	.00	.00	.00	10,000.00	.0
TOTAL EQUIPMENT, SOFTWARE & FI	10,000.00	10,000.00	.00	.00	.00	10,000.00	.0%
<b>590310 REFUNDS OF HANGAR DEPOSITS</b>							
80780000 590310 REFUNDS	3,000.00	3,000.00	698.00	698.00	.00	2,302.00	23.3
2020/01/001111 01/27/2020 API	255.00	VND 111111 PO	MISC VENDORS	Refund deposit vacated 12/2019			5302744
2020/01/001112 01/27/2020 API	223.00	VND 111111 PO	MISC VENDORS	Refund deposit 12/19 overpay 1			5302740
2020/01/001113 01/27/2020 API	220.00	VND 111111 PO	MISC VENDORS	Refund deposit vacated 12/27/1			5302743
TOTAL REFUNDS OF HANGAR DEPOSI	3,000.00	3,000.00	698.00	698.00	.00	2,302.00	23.3%
TOTAL AIRPORT OPERATIONS	557,800.00	580,600.00	60,321.73	60,321.73	421,251.85	99,026.42	82.9%
TOTAL EXPENSES	557,800.00	580,600.00	60,321.73	60,321.73	421,251.85	99,026.42	
GRAND TOTAL	557,800.00	580,600.00	60,321.73	60,321.73	421,251.85	99,026.42	82.9%

\*\* END OF REPORT - Generated by Sharlene Elizabeth Baits \*\*

# FAIRFIELD COUNTY AIRPORT AUTHORITY

## FAIRFIELD COUNTY AIRPORT (KLHQ) STORM WATER POLLUTION PREVENTION PLAN

The purpose of the Fairfield County Airport Authority (FCAA), Fairfield County Airport (KLHQ) Storm Water Pollution Prevention Plan (SWP3) is to find, mitigate, and either eliminate or prevent discharge of storm water pollution from the FCAA facility, to eliminate illicit discharges into the storm water drainage system and to prevent the violation of surface water and ground water quality or sediment management standards.

To this end, the FCAA will identify the potential sources of storm water pollution that may affect the quality of storm water discharge from the FCAA Facility and evaluate the storm water contamination potential from the identified likely sources. The FCAA will also introduce storm water Best Management Practices (BMPs) that will be utilized at the facility site for prevention and control of pollutants in storm water discharge and identify the procedures, maintenance, inspections and record keeping needed to document those BMPs. This SWP3 reinforces and supports the “Minimum Standards for Aeronautical Activities at the Fairfield County Airport (KLHQ), Lancaster, Ohio 43130” Revised December 8, 2014 and is coordinated and references to individual hangar lease agreement format approved October 10, 2016 and all subsequent updates.

This plan is meant to meet the requirements of Fairfield County & Others Municipal Separate Storm Sewer System (MS4) Permit, Ohio EPA Facility #4GQ10006\*CG. It contains the most relevant information to utilize within the parameters of the FCAA facility. This document also contains information for administration and record keeping of the plan.

The SWP3 will be reviewed annually by the FCAA Board, FCAA Management Company (Sun Downer Aviation LLC), FCAA Engineering Firm of Record (Crawford, Murphy, Tilly Inc.) in cooperation with the Fairfield Soil and Water Conservation District when requested to determine if updates to the plan are needed to reflect changes in the FCAA facility or activities conducted that could significantly increase the amount of pollutants in storm water runoff or cause a new location in the facility to be subject to storm water that might introduce a new pollutant. This plan will be amended if a state or federal inspector determines that it is not effective in controlling storm water pollutants discharged to waterways. Copies of the SWP3 will be maintained at the FCAA Terminal (Building I) at 3430 Old Columbus Road NW (Airport Road) Carroll, Ohio 43112.

### 1. LOCATION& SITE CONTACTS

<b>Name: Fairfield County Airport Authority</b>		<b>Address: 3430 Old Columbus Road NW Carroll, Ohio 43112</b>	
<b>Telephone:</b> 740-654-7001		<b>Primary Facility Contact Information:</b> Staci Knisley 740-652-7093	
Latitude: N 39° 45' 14.9508" Longitude: W 82° 39' 40.9608"		<b>Security:</b> Fairfield County Sherriff 740-652-7900	
SIC Code 9999	EHS 0	County	Fairfield
Total Impervious Surface Acres: Appx 35		Municipality	Carroll
Total Facility Acres: 177.88			
Storm Water Discharge to Greenfield Creek with 100 year flood diversion toward Claypool Run (NW)			

*Ohio EPA Spill Reporting 1-800-282-9378*

*SWP3 Adopted January 9<sup>th</sup>, 2017  
Revised and Approved February 2019  
No changes, Approved February 10, 2020*

Name(s) of water(s) that receive storm water from this facility: Hocking River  
Hocking River Watershed

### FACILITY MAPS



**NORTH** ↑

**FIGURE A**

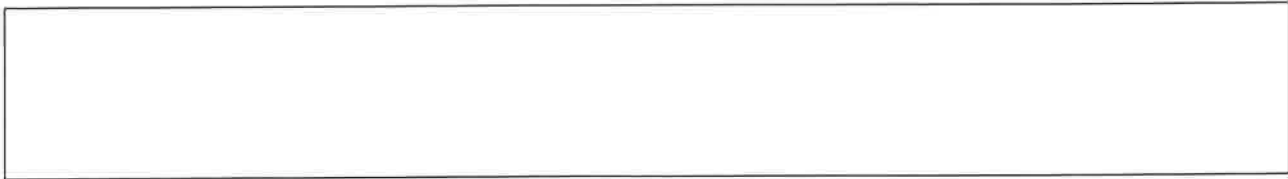
*See Appendix A for outfall No.2 off site easement*



**NORTH** ↑

**FIGURE B**

*See Appendix A for outfall No.2 off site easement*



## 2. FACILITY AND OPERATIONS

The FCAA facility is comprised of several structures. The Terminal (Building I) faces Old Columbus Road NW (Airport Road). The Airport Managers maintenance shop in Building J is adjacent to the terminal in Building I.

Approximately 35 acres are paved or under roof and the remainder of the 142 acres are grass, maintained to FAA standard heights or agriculture production through lease agreements in compliance with the Conservation Plans on file with the Fairfield Soil and Water Conservation District. Except for the northern 28 acres and a small piece of property adjacent to the City of Lancaster east of Election House Road, the facility is surrounded by fences with the three 3 pilot gates that are locked by electronic lock. The FCAA facility is open 24 hours a day for pilots.

### **FCAA Facility Buildings used in day to day operations of the FCAA**

**Building I**-Terminal with public access and houses emergency response documents and records  
The Fuel Farm is located NE of Building I and dispenses Avgas and Jet Fuel through code controlled devices BUSTR ID 23010048. A fuel truck and fuel buggy are on site and are typically kept within the immediate vicinity of the Fuel Farm. A spill kit is kept at the Fuel Farm location.



Fuel Farm and Fuel Truck (10-31-16)



Fuel Buggy (10-31-16)

### **Building G**-Hangar that contains airport maintenance equipment

The FCAA facility is the base of operations for maintenance of lawns, storm pipes, asphalt and buildings under the jurisdiction of the FCAA. The facility houses tractors, mowers and snow removal equipment in the NW bay of Building G along with products, such as, fuel, oils, and salt. Functions include fueling of vehicles, storage of equipment and vehicle maintenance.

Temporary stockpiles of aggregates, dirt, temporarily staged construction and demolition waste as well as material lay down areas are located NW of building A near the gate.

A 500 gallon fuel tank is located NW of Building A is maintained by Airport Authority for grounds maintenance. Records are retained by HAS for the Airport Authority. A spill kit is kept in proximity to this location.

### **FCAA Facility Buildings leased to others**

#### **Private Fixed Base Operators**

#### **Private Non-Based Operator**

#### **Commercial Non Based Operator**

The FCAA will begin the process during lease renewals of hangars in the remainder of buildings to secure a one page SWP3 agreement for each hangar tenant including but not limited to;

- “No fuel, flammable liquids or other hazardous materials as defined by the Ohio State EPA shall be stored or kept on the leased premises except not more than eighty gallons of fuel will be permitted, provided it is stored in not larger than ten-gallon safety container of a type approved by the Underwriters Laboratories. All containers shall be stored at least two feet above the floor level of a hangar” per hangar unless additional storage is approved in writing on the lease.
- Proper fluid disposal (not down storm drains or ditches)
- Spill kit materials kept on site

#### **Commercial Fixed Base Operator**

The buildings below have larger public use and access than other hangars and buildings of the FCAA Facility. FCAA will review larger facility rental and develop an agreement for each in compliance with Section 3. *Pollution Prevention Best Management Practices (BMP)* of the current approved SWP3 of the FCAA

#### **Building A- Commercial Fixed Base Operator** (11-3-16)

Leased to Due North Aviation.

3380 Old Columbus Road 740-652-1722

Floor drains go to the grease interceptor located between building A and B tied only to Hanger B. Grease interceptor in maintained by Dan Bolger, owner of Hanger A.

#### **Building B Commercial Fixed Base Operator** (11-3-16)

Lease/use agreement with the Historic Aircraft Squadron a 501(c)3 organization.

3266 Old Columbus Road 740-653-4788

#### **Building J Commercial Fixed Base Operator** (11-3-16)

Leased to Sundowner Aviation LLC

*Ohio EPA Spill Reporting 1-800-282-9378*

*SWP3 Adopted January 9<sup>th</sup>, 2017  
Revised and Approved February 2019  
No changes, Approved February 10, 2020*



Covered dumpster is located north of building J on the public side of the fence to assure ease of access and usage by pilots and visitors.

Sundowner Aviation LLC maintains a list of the largest quantity of each type of fluid quantities they typically keep on site, (new and used), along with spill kits and disposal records for five years.

Temporary outdoor (covered and labeled) storage of fluids until shipped to approved facilities for disposal are kept outside Building J. They are kept on impermeable surfaces and are monitored daily for leaks by staff.

Records of disposal are kept on site in Building J.



Temporary fluid storage (10-31-16)

### **FCAA Grounds**

The FCAA Facility is served by the Greenfield Township Water and Sewer District for sanitary sewer system and water. Two water wells are on site, See Figure B.

The facility ditches, storm structures and storm pipes are mapped per Figure A. The majority of the runway, taxiway, Fuel Farm, terminal parking, roof top water and access paving of Buildings A, B, F, G, H, I and K runoff is filtered through adjacent lawn areas and grass ditches before entering Greenfield Creek.

Catch basins and trench drains collect runoff from most roof tops and asphalt of Buildings I, O, P, Q and R.

Other lawn and agriculture field areas drain to Greenfield Creek or other adjacent municipal ditches controlled by the Fairfield County Engineer, Greenfield Township or the City of Lancaster.

The FCAA Facility operates with the following activities of concern:

*Ohio EPA Spill Reporting 1-800-282-9378*

*SWP3 Adopted January 9<sup>th</sup>, 2017  
Revised and Approved February 2019  
No changes, Approved February 10, 2020*

- Loading, unloading, handling, and storage of antifreeze, asphalt, batteries, chemicals, concrete, fuel (avgas, jet fuel, diesel and gasoline), hazardous materials, new and used oil, paint products, scrap metal, solvents, trash and debris.
- Filling of underground storage tanks (USTs) with fuels.
- Dispensing of fuels to vehicles, equipment, and portable fuel containers.
- Vehicle and equipment parking and storage.
- Vehicle, equipment, and material washing and cleaning.
- Salt storage for parking and foot traffic areas only. **No runway or taxi way deicing occurs. No plane deicing occurs.**
- General maintenance and cleaning.
- *Pesticide storage and application is by agreements with licensed Commercial Applicators by the State of Ohio.*

The following areas are potential sources of contamination:

- Residue from vehicle and equipment washing areas if it is allowed to contaminate storm water. Equipment and plane washing should occur where soapy water can run off onto grassed areas or to floor drains connected to central sanitary sewers.
- Fuel spills and leaks during UST filling or pump dispensing.
- Rain water contact with the fueling area.
- Trash and windblown litter at the facility.
- Leaks from storage containers.
- Vehicle and equipment drips and leaks.

### 3. POLLUTION PREVENTION BEST MANAGEMENT PRACTICES (BMPs)

The FCAA recognizes the benefits of using both non-structural (e.g. good housekeeping) and structural (e.g. a roof or overhang) source control BMPs to minimize pollutants coming into contact with precipitation or storm water runoff. The following source control BMPs are used in the FCAA facility.

#### 3.1 GOOD HOUSEKEEPING

These daily activities keep the facility sites clean and equipment operating correctly. While good housekeeping doesn't require a great deal of time or cost, it should be implemented on an everyday basis so as to become a part of the culture of the organization. Daily cleanup and inspection are the most effective way of achieving good housekeeping. While not an all-inclusive list of good housekeeping practices at this facility, the following list is followed:

- Tools and materials are to be returned to designated storage spots after use.
- Waste materials will be collected and disposed of properly on a daily basis.
- Indoor work areas are to be kept orderly, uncluttered and well ventilated to discourage the work being moved outdoors. Staying inside allows leaks and spills to be quickly found and controlled.
- Facility clean-up will be performed without water use whenever possible, by sweeping or wiping, or washing with as small amount of water as can be done. If wash water is used it should be contained, collected and disposed of properly.

- All changing of fluids is done indoors unless extreme conditions do not allow it, then spill kits will be brought to the location to assure prompt response if needed.
- Outdoor waste in trash bins are covered and emptied regularly. Areas around such receptacles need to be inspected for misplaced or wind-blown litter or debris.
- Pesticide storage, mixing, application, labeling, recordkeeping and disposal of containers will follow the procedures as laid out for licensed commercial applications by the State of Ohio. Pesticide records are kept in Building I for examination by the Ohio Department of Agriculture and the general public.

### 3.2 PREVENTIVE MAINTENANCE

Preventive Maintenance BMPs include regular inspections and maintenance designed to minimize storm water pollution by performing maintenance activities before problems arise. Equipment that fails or functions poorly may result in the discharge of pollutants to the storm water drainage system. The following preventive maintenance actions are used at this facility:

- The storm water conveyance system will be kept clear of debris and litter to avoid blockage that may cause storm water to back up and to avoid the discharge of illicit materials.
- Drainage swales are kept clear of debris and maintained to prevent erosion.
- Pavement areas and landscaping will not be allowed to degrade to the point where they erode and contribute pollutants to runoff.
- Vehicles are regularly checked for leaks. Leaks are repaired promptly.
- Outdoor drums, storage tanks and containment areas are checked for leaks.
- Major equipment is subject to a preventive maintenance schedule for inspection, repair, or replacement of fluids (hydraulic, lubricating, cooling, etc.) greases, seals, hoses, filters, pressure gauges, piping, etc.

### 3.3 PROPER MATERIAL HANDLING AND STORAGE

Material handling and storage BMPs relate to controlling the potential for leaks, spills and loss of materials delivered, used and stored at the facility. The goal is to keep spills and leaks of materials from accumulating in soils or on surfaces where they could be carried away in storm water runoff or non-storm water discharges. Materials of concern at the facility include salt, asphalt cold mix, gravel, sand, lumber, topsoil, concrete, wood/brush, fuel, and metal products.

Materials of concern at the FCAA Facility will be stored in one of two ways:

- On a paved surface with a roof or covering so that no direct rainfall contacts them, and with appropriate berms or runoff controls to prevent contact with storm water run-off.
- On a specially constructed paved area with a drainage system with a slope to minimize water ponding. Drainage areas are designed to slope into catch basins to carry storm water runoff to a water quality basin.

Additional measures to assure proper material handling and storage include:

- Bulk solid materials, raw materials, and construction materials or supplies stored outdoors will be covered and protected from storm water if pollutants could enter storm water.

- Hazardous materials brought into the facility for hazardous disposal will either be stored inside or covered under a tarp until the materials are picked up so rain water cannot carry contamination to storm water inlets.
- The parking lot or other surfaces near bulk material storage facilities will be swept periodically to remove fines that may wash out of the materials.
- Liquid tanks will be kept in a designated area on a paved impermeable surface.
- Designated personnel will perform regular walk-by inspection.
- Storm drain inlets will be cleaned on a regular schedule and also after large storms. Special attention will be paid to the kinds of potential pollutants that accumulate there as a result of facility activities so that appropriate measures can be taken to control any pollutant sources.
- Spills will be cleaned up promptly; using dry cleanup procedures described in Section 3.6, Spill Prevention and Response.
- All scrap metal is cleaned of hazardous materials prior to storage on the scrap metal pile. Salvage vehicles have fluids removed prior to storage.
- Dumpster lids are closed except when being loaded.
- Deicing and salt storage areas are covered and loading areas are swept regularly to minimize salt laden runoff.
- Drainage from the salt truck loading area is directed to a lawn area before flowing to other storm water conveyance to minimize salt laden discharges from the FCAA Facility.
- The facility's paved surfaces will be kept clean and clear of debris and litter to keep such materials or their runoff from discharging to storm drains.

### 3.4 VEHICLE AND EQUIPMENT STORAGE AREAS

Vehicles and equipment are susceptible to leaking. If stored outside and uncovered, precipitation may wash leaked fluids into the storm drain system. The vehicle and equipment storage areas BMPs for the FCAA Facility include:

- Vehicles and equipment will be inspected to identify sources of spills or leaks.
- Designated facility personnel will perform regular walk-by inspection.
- Consistent parking spots will be designated for each vehicle so that a leak on the ground will identify a particular vehicle and it can be repaired.
- The facilities 'dirtiest' equipment will be parked indoors or on an impervious surface with no run-on in order to prevent discharges or leaks from contact with storm water runoff.
- Spills will be cleaned up promptly; using dry cleanup procedures described in Section 3.6, Spill Prevention and Response.

### 3.5 PROPER WASTE HANDLING

Waste handling BMPs relate to properly controlling, collecting, storing, and disposing of wastes that are generated at the facility. For many wastes, reusing or recycling is the most cost effective means to prevent pollution.

All FCAA personnel , tenants, contractors, visitors, airport users should be aware that disposing any waste (including wash waters) into a storm drain inlet or storm water conveyance is considered illegal dumping. Likewise, disposing of waste (including wash waters) onto a paved or unpaved surface such that it may be carried to a storm drain inlet or storm water conveyance is also considered illegal dumping.

The waste handling and disposal procedures for the FCAA Facility are as follows:

- General shop trash will be kept in a dumpster with the lid closed to keep storm water out. The dumpster is kept in a paved area and kept clean by picking up dropped trash and inspecting the area regularly.
- Liquid wastes that cannot be dried up and disposed of as solid wastes (e.g. the way paint can be disposed of) are kept out of the dumpster. Lids on liquid waste containers are to be kept closed.
- Scrap parts or other materials are kept inside.
- Scrap metal is collected for delivery to a scrap metal dealer and placed in scrap metal bins for pickup.
- Empty drums stored outdoors are sealed to be watertight and labeled as to their previous use.
- Hazardous materials, waste metal and other wastes are stored appropriately and are kept in a covered area or covered container.
- Waste oil, antifreeze, spent solvents, and other liquids from vehicle maintenance activities are recycled.
- Spent batteries are disposed of as hazardous waste or returned for reclamation and reuse.

### 3.6 SPILL PREVENTION AND RESPONSE

Spills and leaks can be significant sources of water pollution and in many cases, are avoidable. The goal of spill prevention and response is to prevent spills and leaks by correcting potential spill situations before a spill can occur. When a spill does occur, quick and effective response is needed to keep pollutants from reaching storm water. The spill control and cleanup procedures for this facility area as follows:

- All spills will be cleaned up promptly.
- If the spill is on an unpaved surface, FCAA personnel will determine whether contaminated soil should be removed to prevent it from being a source of future storm water pollutants.
- Spill procedures will include cleaning up leaks, drips, and other spills without water whenever possible.
- Spill response of a hazardous material includes containing and collecting the spilled substance and then disposing of the substance and any contaminated soil in compliance with local hazardous material regulations.
- Small spills: These are spills that can be wiped up with a shop rag. These rags will not be put in the dumpster with the shop trash – they will be stored in a covered bin manufactured for that purpose. Rags used to wipe up hazardous materials will be disposed of with other hazardous wastes.
- Medium-sized spills: These are spills too large to wipe up with a rag. Medium sized spills will be contained and soaked up using dry absorbent material such as oil dry or kitty litter. Absorbent snakes may be used as temporary booms to contain and soak up the liquid. Used absorbent material will be

*Ohio EPA Spill Reporting 1-800-282-9378*

*SWP3 Adopted January 9<sup>th</sup>, 2017*

*Revised and Approved February 2019*

*No changes, Approved February 10, 2020*

swept up or collected and will be disposed of with the shop trash if non-hazardous or with the hazardous wastes if necessary.

- Large spills: Spills of non-hazardous liquids will be contained and cleaned using a minimum amount of wash water. Storm drain inlets will be plugged to prevent the spill from entering the storm sewer system. Employees will be trained on when and how to temporarily plug facility inlets. Hazardous materials spills will be handled in accordance with hazardous material regulations.
- The Spill/Release Incident Reporting Form found in Attachment A shall be used to document large spills and the response taken to remedy the situation.

### 3.7 VEHICLE WASH WATER AND WASTEWATER

Currently equipment washing occurs where runoff is directed to lawn areas before entering storm water conveyance to Greenfield Creek. In the future FCAA will strive to assure vehicle washing takes place in a wash bay or wash pad areas where water will drain to oil interceptors before flowing into the sanitary sewer system.

The vehicle and equipment washing BMPs for this facility are as follows:

- Vehicles and equipment are washed only in designated areas.
- The area around the wash area is graded to prevent storm water run on.
- Washing takes place on concrete surfaces.
- Only biodegradable soaps are used.
- In buildings with floor drains the wash water is directed the oil interceptor, then a sanitary sewer.

### 3.8 VEHICLE AND EQUIPMENT FUELING AREAS

Vehicle and equipment fueling areas are designed and operated to minimize the potential for spilled fuel and leaked fluids from coming into contact with storm water. The following are the selected BMPs for the proper operation of a fueling area at the facility:

- A concrete slab is used for the fueling area.
- Gasoline overflows and spills will be cleaned using dry methods. Spills will not be allowed to run off or evaporate, and will not be flushed with a hose. Absorbent material will be used and disposed of properly. See Section 3.6, Spill Prevention and Response, for details.
- Dry clean-up materials will be kept in the fueling area, and employees will be instructed in the proper dry clean up methods.
- Facility personnel will inspect the area every workday for gasoline, motor oil, or other fluids that may have leaked.

### 3.9 SALT STORAGE AND DEICING

No salt storage is authorized on the Airport grounds. If authorized, salt storage areas must be enclosed in a hangar bay to prevent exposure to precipitation except when adding or removing materials from the bins. Spillages occurring during addition or removal from salt storage piles are to promptly cleaned.

No deicing occurs at the Airport.

### 3.10 VEHICLE AND EQUIPMENT MAINTENANCE

Vehicle and equipment maintenance is performed inside buildings except when absolutely necessary. The work should then be limited to getting the equipment started so it can be moved indoors. If this can't be accomplished a tarpaulin or other containment device should be utilized.

The following are the selected BMPs for vehicle and equipment maintenance at the facility:

- Equipment will be kept clean so that a buildup of grease and oil will not wash away when the equipment is exposed to rain.
- Fluids are drained from any retired vehicles kept on-site for scrap or parts. Stored or out-of-service vehicles awaiting restoration or service, and vehicles being held for resale need checked periodically for leakage.
- In buildings where floor drains exist indoor maintenance drains all discharge to oil interceptors in this facility. The remaining water from each oil interceptor then flows to the Greenfield Township sanitary sewer system.

### 3.11 NON-STORM WATER DISCHARGES

The following measures to help prevent non-storm water discharges will be implemented:

- Proper disposal or collection methods for solid or liquid waste will be used.
- Non-storm water discharges run into one of the trench drains that flow to an oil interceptor.
- Nothing is put into any catch basin outside of buildings within the facility except storm water. All catch basins within the facility are storm water basins. These drain directly to a water quality basin, then to streams and other water bodies without any treatment.
- Periodically inspect and maintain the facility operations and BMPs to evaluate the success of efforts to reduce and eliminate non-storm water discharges.
- Periodically inspect and maintain storm drain inlets. Clean out catch basins so that accumulated pollutants do not wash down the storm drains.

### 3.12 ALLOWABLE NON-STORM WATER DISCHARGES

Air conditioner condensation

## 4. IMPLEMENTATION

This section describes practices that are in place or that will be implemented by this SWP3 to control pollutants that have the potential to contaminate storm water.

### 4.1 GOOD HOUSEKEEPING

Often the most effective means of preventing pollution is maintaining and cleaning areas that may contribute pollutants to storm water discharges. As a result, FCAA good housekeeping practices include the following activities:

<b>ACTIVITY</b>	<b>FREQUENCY</b>
Routine Sweeping of Paved Surfaces	As Needed
Periodic Clean-up of Debris and Old Equipment	Quarterly
Removal of Trash and Garbage	On-Going
Routine Inspection for Leaks or Spills	On-Going
Prevention of Bulk Material Stockpiles from Eroding	On-Going
Preventing Run-on and Run-off	On-Going

#### 4.2 PREVENTATIVE MAINTENANCE AND VISUAL INSPECTION REQUIREMENTS

Preventive maintenance includes the inspection, testing, and maintenance of facility equipment and systems to find conditions that could cause breakdowns or failures resulting in discharges of pollutants to surface waters.

The FCAA is required to conduct storm water inspections as listed in Section 5.1 of this SWP3. During these inspections, all areas exposed to precipitation must be visually inspected for pollutants entering the drainage system. FCAA personnel will visually inspect storm water discharges from material storage and yard areas to identify contaminated storm water and its possible sources.

An evaluation of whether existing pollution control measures are adequate or whether additional control measures are needed must be conducted. All inspections will be documented using the inspections forms provided in Appendix A of this plan.

#### 4.3 EMPLOYEE TRAINING

All tenants and/or airport users will train employees or volunteers on an annual basis. Employee and volunteer training will be conducted and documented on an annual basis and will inform FCAA personnel at all levels of responsibility of components and goals of the SWP3. New employees will be required to review and understand the SWP3 prior to initiating work activities. The training sessions will cover the following topics:

- Harmful effects of improper disposal of materials into storm drains
- Potential Contamination Sources
- Spill Prevention and Response
- Good Housekeeping
- Material Management Practices / BMPs
- Periodic Inspections
- Proper disposal of non-storm water discharges
- Storm water catch basins connected to streams and water of the state without benefit of the treatment water in sanitary sewers receive
- Nothing is put into a catch basin outside a building except storm water
- Disposal of waste (including wash water) into a storm drain inlet or conveyance is considered illegal dumping
- Disposal of waste (including wash water) onto a paved or unpaved surface such that it may be carried to either is also considered illegal dumping



- Even very small spills while fueling, if they happen frequently, will add up to a significant amount of fuel in the drainage system.

Some elements of storm water training are included with other training such as the Emergency Action Plan, hazard communication and storage of fluids. Records of all training including a course description (slide show) and attendance log shall be maintained.

#### 4.4 MANAGEMENT OF STORM WATER RUNOFF

The following management practices for runoff are used at this facility.

- Impervious areas have no curbs in order to encourage sheet flow runoff to vegetative areas.
- The FCAA Board will strive to implement a master plan to include increased water quality opportunities with new expansion and building opportunities in compliance with the General Construction Permit of the Ohio Environmental Protection Agency.

The following features are parts of the storm water conveyance system at the FCAA Facility to help control potential pollutants in the storm water before it leaves the site:

- Oil-Absorbent Materials - Oils and greases in storm water can be removed using oil absorbent materials to contain oil spills.
- Vegetated Areas- Plants provide peak flow control by slowing the water and remove some pollutants by encouraging the deposition of sediments and intercepting oily wastes that may be in the water. This control can be retrofitted to an existing storm water conveyance simply by allowing grasses to grow, if it does not interfere with storm water drainage and cause water to back up onto the site.
- Storm water drains will be inspected after large storm events to eliminate clogging and to observe any potential presence of pollutants.

## 5. EVALUATION

The storm water BMP monitoring for this facility will rely upon quarterly wet and dry weather visual inspections of discharge quality to indicate obvious or potential problems and an annual BMP evaluation. The two primary purposes of this monitoring are to assess illicit discharges and non-storm water discharges and to determine if BMPs need maintenance. The Annual BMP Evaluation Form is a part of the Annual Site Inspection Form found in Appendix A. This section will assess the current BMPs in place and help determine if additional BMPs are needed or if current BMPs need to be modified. Inspections being performed are the responsibility of the Authority.

### 5.1 QUARTERLY WET & DRY WEATHER VISUAL MONITORING

Inspection of the outfalls to Greenfield Creek will be performed on a quarterly basis during wet and dry weather conditions. Appendix A contains the inspection forms.

Wet weather inspections means that discharges from the identified outfall will be assessed during a significant rainfall resulting in visible storm water runoff and discharges from the site. This rainfall should be approximately 0.1” or more in a 24-hour period, but site conditions and local rainfall patterns should be taken into account so that inspections can begin soon after

significant rainfall begins. It should be noted that inspections are not required to be conducted outside of regular business hours or during unsafe conditions.

Dry weather inspections should be conducted when no rain has occurred at the facility for at least 24 hours prior to inspection.

Visual inspections consist of making observations of the visual characteristics of discharges from the outfall and recording them on the appropriate forms. These observations include recording the absence or presence and degree of the indicators outlined below:

- **Floatables:** Floatables indicate if obvious trash or other controllable debris, such as landscaping material, leaf litter, etc. has entered into the storm system.
- **Foam:** Foam indicates that potentially soap or other cleaning products have entered into the storm system. However, storm water can often be slightly foamy from pollen and other natural organic material. The way to tell the difference is by appearance and smell. If the foam is persistent and accompanied by a fragrant odor, it could be related to a cleaning product. If the suds break up quickly, then it could be from turbulence and/or natural conditions.
- **Sheen:** Sheen, which also looks like a rainbow hue on the water surface, is commonly indicative of petroleum products, often present from parking lot runoff. If gasoline or a flammable solvent is suspected, leave the immediate area, notify facility management immediately and take action to prevent fire or explosion.
- **Turbidity:** Turbidity, which makes the water appear cloudy, is usually an indication of dirt or sediment in the water.
- **Odor:** Certain contaminants in storm water can give off specific odors, which should be described as best as possible. Odors can include those similar to rotten eggs, solvent, fuel/oil, cleaning agent, etc. When noting odors, make sure the odor is not related sources other than beyond the runoff being inspected. If gasoline or a flammable solvent is suspected, leave the immediate area, notify the facility management immediately and take action to prevent fire or explosion.
- **Discoloration:** A red/orange color can indicate rust from iron pipes or iron bacteria. Other colors such as white could indicate paint or cleaning agent emulsions.
- **Flow:** Note presence or discharge from each outfall. If flow is present, the approximate discharge rate will be indicated on the inspection form (i.e. < 10gpm or >10 gpm).

## 5.2 RECORDKEEPING AND REPORTING

Records described in this SWP3 including leases with SWP3 agreements, dumpster, recycling and other disposal records will be retained on site for 5 years from the date of certification of the SWP3 of this facility covered under the Municipal Separate Storm Sewer System (MS4) permit. These records will be made available to state or federal inspectors upon request. Additionally, employee training records shall also be maintained.

## 6. ANNUAL CERTIFICATION

This Storm Water Pollution Prevention Plan has been prepared in accordance with good engineering practices. Qualified personnel properly gathered and evaluated information submitted  
*Ohio EPA Spill Reporting 1-800-282-9378*

*SWP3 Adopted January 9<sup>th</sup>, 2017  
Revised and Approved February 2019  
No changes, Approved February 10, 2020*

for this SWP3. The information in this SWP3, to the best of my knowledge, is accurate and complete.



\_\_\_\_\_  
President of the Fairfield County Airport Authority Board

**2-11-2019**

\_\_\_\_\_  
Date

Copies to:

Airport Manager  
Fairfield County Utilities Director (MS4 permit manager)  
Fairfield Soil and Water Conservation District  
Post copy in Terminal Building I  
All Airport Tenants  
Airport Web Site

## **Appendix A**

### **Site Inspection Forms**

Facility/Operations Storm Water Inspection Checklist  
Quarterly Storm Water Discharge Visual Inspection Form  
Annual Site Inspection Form  
Spill/Release Incident Reporting Form  
Waste Oil Pickup Form  
Outfall Number 2 Offsite Easement

# FAIRFIELD COUNTY AIRPORT AUTHORITY

## Facility/Operations Storm Water Inspection Checklist

Year: \_\_\_\_\_

<b>Item</b>	<b>Date Completed</b>
Annual Site Inspection	
<b>STORM WATER INSPECTIONS</b>	
Storm Water Visual Inspection	
Storm Water Visual Inspection	
Storm Water Visual Inspection	
Storm Water Visual Inspection	

# FAIRFIELD COUNTY AIRPORT AUTHORITY

## QUARTERLY STORMWATER VISUAL INSPECTION

Date: \_\_\_\_\_ Time Storm Event Began: \_\_\_\_\_

Estimated Total Rainfall for Storm Event: \_\_\_\_\_

**OUTFALL MONITORING (the outfall from the Water Quality Basin):**

<b>Monitoring Point #1</b>	<b>Time:</b>			
<b>Color</b>				
<b>Odor</b>				
<b>Clarity</b>				
<b>Floating Solids</b>				
<b>Settled Solids</b>				
<b>Suspended Solids</b>				
<b>Foam</b>				
<b>Oil Sheen</b>				
<b>Characteristics to Monitor:</b>				
Color: yellow, brown, green, gray, etc. and degree of color: none, slightly, very, etc.				
Odor: petroleum, chemical, sulfur, algae, sewage, etc. and degree of odor none, slight, strong, etc.				
Clarity: clear, slightly cloudy, very cloudy				
Floating Solids: yes/ no				
Settled Solids (allow to sit for 5 minutes): yes/no				
Suspended Solids (hold a white piece of paper behind jar to see): yes/no				
Foam: yes/no				
Oil Sheen: yes/no				

Were all samples collected within the first 30 minutes of discharge? Yes/no

If no, when were the samples collected? \_\_\_\_\_

\_\_\_\_\_

**SITE INSPECTION:**

Issue Being Evaluated	Yes	No	N/A	Comments (stains, odors, leaks, trash, etc)
Are stored materials exposed to storm water contact?				
Are oily parts and/or drums exposed to storm water contact?				
Are the loading and unloading areas clean?				
Are areas around containers clean?				
Is the area around the covered salt storage area free of significant salt?				
Is the area around the fuel island and nearest catch basin clean and free of grease, oil, fuel, etc.?				
Is there a buildup of oil and grease in the parking lots or equipment storage areas?				
Are there leaks or stains around drums or aboveground storage tanks?				
Is the drainage swale in the southeast corner of the facility and catch basins clean of debris?				
Are trash cans and dumpsters kept covered?				
Is a stocked spill kit available at the fuel island?				
Are spill containment materials and stocked cleanup kits readily available?				
Is there evidence of soil erosion?				
<b>OTHER OBSERVATIONS:</b>				

Inspected By:

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Signature:

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# FAIRFIELD COUNTY AIRPORT AUTHORITY

## ANNUAL SITE INSPECTION FORM

TO BE COMPLETED BY MARCH 1<sup>st</sup> EACH YEAR FOR ANNUAL REPORT SUBMITTAL  
REVISIONS TO THE SWP3 RECOMMENDED BY THIS INSPECTION TO BE COMPLETED WITHIN 90 DAYS OF INSPECTION

Date/Time: \_\_\_\_\_ Site: Fairfield County Airport

### STORM WATER MONITORING PROGRAM COMPLIANCE

1. Have non-storm water inspections been performed?

YES NO If no, indicate the reason:

2. Have storm water inspections been performed and documented?

YES NO If yes, list dates; if no, indicate reason:

3. Have there been any corrective actions recommended as a result of site inspections?

YES NO If yes, have the actions been included in updates the SWP3?  
YES NO N/A If corrective action updates have not been made, indicate reason:

### REVIEW SITE SWP3

1. Are there any changes to the site operations/activities?

YES NO

2. Are there any changes to storm water BMPs?

YES NO

3. Are there any changes to potential pollutant sources or activities?

YES NO

4. Are there any changes to storm water program personnel?

Ohio EPA Spill Reporting 1-800-282-9378

SWP3 Adopted January 9<sup>th</sup>, 2017  
Revised and Approved February 2019  
No changes, Approved February 10, 2020

YES NO

5. Has employee training been conducted and documented?

YES NO If no, indicate reason:

### **SITE INSPECTION**

1. Are preventive maintenance activities being implemented and documented (catch basins cleaned, parking areas cleaned, etc.)?

YES NO If no, indicate reason:

2. Are housekeeping activities being implemented (covered trash bins, wipe up drips and spills, clean oily parts before storing outside, etc.)?

YES NO If no, indicate reason:

3. Are any special storm water BMPs being implemented (sediment erosion, curbs, spill prevention, etc.)?

YES NO If yes, describe BMP. If no, indicate reason:

4. Have spill prevention and response procedures been implemented and is spill prevention equipment operational and ready (secondary containment, personnel training, inspection of chemical storage areas, etc.)?

YES NO If no, indicate reason:

5. Have sediment erosion controls been implemented?

YES NO If no, indicate reason:

6. Are there any additional storm water controls recommended as a result of the site inspection?

YES NO If yes, describe:

**UPDATE STORM WATER POLLUTION CONTROL PROGRAM**

1. Have all updates been made to the SWP3?

YES NO If no, indicate reason:

**EVALUATION OF EXISTING BEST MANAGEMENT PRACTICES (BMPs)**

1. Inspect the facility using this list of existing BMPs:

BMP Description	Existing BMP	New BMP	Implementation Schedule
Water Quality Basin			At SWP3 introduction
Oil/Grease Interceptors			At SWP3 introduction

From the table above, answer the following questions:

1. Do the existing BMPs appear to be effective in reducing the potential for storm water pollution?

YES NO If no, indicate the reason:

2. Are additional BMPs needed to address sources of pollutants at the site (e.g. more frequent inspections of certain areas of operations, changes in operations, etc.)?

YES NO If yes, describe the additional BMPs needed to address sources of pollutants and a time schedule for implementation:

**GENERAL COMMENTS:**

*Ohio EPA Spill Reporting 1-800-282-9378*

*SWP3 Adopted January 9<sup>th</sup>, 2017  
Revised and Approved February 2019  
No changes, Approved February 10, 2020*

--

Date:	Title:
Name (print):	
Signature	

# FAIRFIELD COUNTY AIRPORT AUTHORITY

## SPILL / RELEASE INCIDENT REPORTING FORM

Use this form to document any large spill, which defined as follows: any spill/release of a magnitude that causes storm water drains to be plugged during containment or clean-up

Date and time of spill/release:

Location:

Material spilled/released:

Amount spilled/released:

Cause of spill/release:

Description of scene (e.g. contaminated soil, distance from storm basins, if spill/release was contained):

Description of actions taken to clean-up spill/release (e.g. containment methods, where recovered material was placed, how much material was not recovered, remaining actions to be taken):

List of offsite emergency responders contacted:

List of offsite emergency responders at scene:

Action taken to prevent reoccurrence:

Printed Name:

Signature:

(USE BACK OF FORM FOR ADDITIONAL SPACE AS NEEDED)

# FAIRFIELD COUNTY AIRPORT AUTHORITY

## SPILL / RELEASE INCIDENT REPORTING FORM Additional Information

**FAIRFIELD COUNTY AIRPORT AUTHORITY**

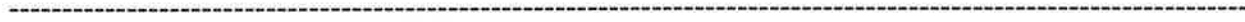
**WASTE OIL PICK-UP FORM**

DATE: \_\_\_\_\_

COMPANY \_\_\_\_\_

NAME (Please Print) \_\_\_\_\_

SIGNATURE \_\_\_\_\_



**FAIRFIELD COUNTY AIRPORT AUTHORITY**

**WASTE OIL PICK-UP FORM**

DATE: \_\_\_\_\_

COMPANY \_\_\_\_\_

NAME (Please Print) \_\_\_\_\_

SIGNATURE \_\_\_\_\_





# FAIRFIELD COUNTY AIRPORT AUTHORITY OFFSITE DRAINAGE EASEMENT FOR OUTFALL NUMBER 2

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## EASEMENT

KNOW ALL MEN BY THESE PRESENTS THAT, in consideration of One Dollar (\$1.00) and other good and valuable consideration paid to EUGENE F. LANUZZA AND RUTH ANN LANUZZA, Husband and Wife, whose address is 1884 Martinsburg Road, Utica, Ohio 43080, hereinafter referred to as Grantors, by the BOARD OF COMMISSIONERS OF FAIRFIELD COUNTY, OHIO, hereinafter referred to as Grantee, the receipt of which is hereby acknowledged, Grantors do hereby grant, bargain, sell, transfer and convey unto the Grantee, its successors and assigns, an exclusive perpetual easement together with the right to erect, construct, install, lay, and thereafter use, operate, inspect repair maintain, replace, and remove a storm sewer main or mains and appurtenances, including the installation and maintenance of service connections and pipes, setting and maintaining all appurtenances and the making of all repairs to the mains, services and appurtenances connected therewith that in the opinion of the Grantee may be necessary at any time, also to disconnect any service or main, or to do any other thing that may be necessary or advisable in the judgment of the Grantee, its successors and assigns, in order to maintain, operate or remove said mains, connections, pipes, and appurtenances, over, across, and through the land of Grantors, situated in the State of Ohio and County of Fairfield, said exclusive, perpetual easement being described as follows:

Situated in the State of Ohio, Fairfield County, Greenfield Township, Township 15, Range 19, Section 28, and being described as follows:

Beginning at an axle (found) being, by previous survey, North 00° 07' West 719.46 feet, thence North 00° 09' 00" West 854.92 feet, thence North 89° 56' 00" West 434.88 feet from the Southeast corner of the Northeast Quarter of Section 28; thence South 00° 09' 00" East 748.0 feet to a point in the stream; thence North 89° 56' 00" West 30.00 feet to a point; thence North 00° 09' 00" West 648.0 feet to a point; thence North 45° 02' 30" West 141.69 feet to a point on the north property line; thence with the north property line, South 89° 56' 00" East 120.00 feet to the point of beginning, containing 0.458 acres more or less.

In addition, Grantors grant to Grantee, its successors and assigns, a temporary construction easement over, across, and through the land of Grantors which is described as follows:

Situated in the State of Ohio, Fairfield County, Greenfield Township, Township 15, Range 19, Section 28, and being described as follows:

Beginning at an axle (found) being, by previous survey, North 00° 07' West 719.46 feet, thence North 00° 09' 00" West 854.92 feet, thence North 89° 56' 00" West 434.88 feet from the Southeast corner of the Northeast Quarter of Section 28; thence South 00° 09' 00" East 748.0 feet to a point in the stream; thence North 89° 56' 00" West 30.00 feet to a point; thence North 00° 09' 00" West 748.0 feet to a point; thence South 89° 56' 00" East 30.00 feet to the point of beginning, containing 0.515 acres more or less.

The consideration hereinabove recited shall constitute payment in full for any damages to the land of Grantors, their heirs and assigns, by reason of the installation, operation, maintenance, and removal of the structures or improvements referred to herein. Grantee, its successors and assigns, agrees to maintain this easement in good repair so that no unreasonable damage will result from its use to the adjacent land of Grantors, their heirs and assigns. If any damage is caused to Grantor's property by Grantee's exercise of its rights under this easement,

**GREENFIELD 21**

