

**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Rd NW**  
**Carroll, Ohio 43112**  
**Minutes for March 9, 2020**

**Meeting to order**

Glen Burns called the meeting to order at 6:03 p.m. with the Pledge of Allegiance. Board Members present at the meeting were Glenn Burns, Bill McNeer, Jon Kochis, Bill Fagan, and Rick Szabrak. Board Members Michael Kaper Pat Ferguson were absent. Also present were Staci Knisley, James Shadd, Al Moyer, Greg Heaton, and Jesse Byrer.

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

Mr. Jesse Byrer who is a tenant reported to the Board that the road to his hangar has a lot of potholes that need repaired.

Mr. Kochis reported that paving is on tonight's agenda for discussion. He recommended that HAS do a temporary fix with gravel on one of the potholes that is very deep.

Mr. Moyer with HAS will take care of it.

**Approval of the Minutes for the February 10, 2020 Meeting**

On motion of Bill McNeer and second of Bill Fagan, the Fairfield County Airport Authority Board voted to approve the minutes from the February 10, 2020 meeting.

Voting aye thereon: McNeer, Fagan, Burns, Kochis and Szabrak

Absent was: Ferguson and Kaper

Motion passed.

**Historical Aircraft Squadron (HAS) update**

Mr. Moyer reported that their May open house is low profile. The hydraulics on the truck are fixed. They replaced 2 cylinders. They will continue to work on the electric to the hydraulic on truck for improvements.

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

a. Monthly Report

Mr. Shadd reviewed the monthly report, see attached to minutes. Fuel sales are up. There is flying activity. Spill Bucket repair and inspection has been taken care of. Jet A pump is working well. A box hangar was just filled. The tenant just purchased an aircraft.

Mr. Kochis asked if the FAA allows the Airport to lease a hangar without owning an aircraft.

Mr. Heaton stated that it is okay to rent out a hangar to a prospective (2 months) aircraft owner, if no one is on a waiting list with an aircraft. That could become a problem if that person would call the Airport Districts Office (ADO).

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Mr. Kochis recommend that Airport management monitor this. Airport Management has a right to enter a hangar. There were space heaters were left on. There was an inspection of the hangars due to the increase in electric bills.

**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. Kochis reported that CMT sent an estimate to manage the SRE project. The additional amount is \$2,400, not to exceed \$5,000.

Mr. Heaton stated that CMT will make several visits to manage the project. Part of that time will be to submit shop submittals. We will also do additional inspections.

**Approval to amend the Crawford Murphy Tilly, Inc. (CMT) agreement for the project management services for the Snow Removal Equipment (SRE) building with a not to exceed of \$5,000**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve to amend the Crawford Murphy Tilly, (CMT) agreement for the project management services for the Snow Removal Equipment (SRE) building with a not to exceed of \$5,000 (See attached to minutes)

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

**Approval of amendment to the Crawford Murphy Tilly (CMT) agreement for the Taxiway D design with a not to exceed of \$4,820**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the amendment to the CMT agreement for the Taxiway D design with a not to exceed of \$4,820 (See attached to minutes)

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

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Mr. Kochis reviewed the agreement with CMT relating to engineering services for the repair to Hangar J. This is to create a foundation to the post. The estimate is \$10,000 on the repair.

Mr. Heaton reported that the repair will take 2-3 days once the weather is right.

**Approval of Crawford Murphy Tilly, (CMT) agreement to provide structural review and analysis of Hangar J wooden support column with a not to exceed of \$3,300**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the Crawford Murphy Tilly, (CMT) agreement to provide structural review and analysis of Hangar J wooden support column with a not to exceed of \$3,300 (See attached to minutes)

Voting aye thereon: Kochis, McNeer, Burns, Fagan, and Szabrak

Absent was: Ferguson and Kaper

Motion passed.

**Approval to appropriate from unappropriated in a major expenditure object category for contractual services in the amount of \$15,000**

On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority Board voted to approve to appropriate from unappropriated in a major expenditure object category for contractual services in the amount of \$15,000. (See Financial Resolution FR 2020-3.09.d attached to minutes)

Voting aye thereon: Kochis, Fagan, Burns, McNeer, and Szabrak

Absent was: Ferguson and Kaper

Motion passed.

**Approval to appropriate from unappropriated in a major expenditure object category for contractual services in the amount of \$5,700**

On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority Board voted to appropriate from unappropriated in a major expenditure object category for contractual services in the amount of \$5,700. (See Financial Resolution FR 2020-3.09.e, attached to minutes)

Voting aye thereon: Kochis, Fagan, Burns, Szabrak, and McNeer

Absent was: Ferguson and Kaper

Motion passed.

**b. Storm Water System Rehab**

• **Tile Repair – Kull Excavating**

Mr. Kochis reported that he spoke with Jonathan Ferbrache, with Soil & Water this week relating to our neighbor to the south, Mr. Eversole's property, there will still be problems

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in that field. Vegetation is being controlled. Not a high priority. The ditch will be addressed this spring. This will be funded by the Board of Commissioners.

- Snow Removal Equipment (SRE) building  
No further updates.

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

Mr. Kochis emailed Katie Delaney with FAA again today related to the additional funding for the master plan update.

Mr. Kochis recommended that it would be nice to plan an event next year on Armed Force Day.

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

Airport Client Survey received.

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

- Terminal Roof Warranty

Mr. Kochis stated that he talked with the roofer on Friday related to the warranty claim. He informed them where the leak is located.

- Spill Bucket Repair – S. M. Miller Company (SMMCO)

Mr. Kochis reported that all spill buckets have been replaced. We are now compliant with BUSTR. The fill valves were also replaced based on SMMCO's recommendation. They were still \$14,000 less than the original quote with another contractor even with the additional valve replacements. SMMCO was also good to work with. He asked them for quotes for future filter changes and services.

- Hangar J repairs

Nothing new to report.

**FBO Liaison – Pat Ferguson (absent)**

Mr. Kochis reported that there is a website that has intensive tracking for planes and flight plans. He recommended that Airport Management look into it. The software is called "FlightAware". He would like to authorize Airport Management to set up an account and purchase the software.

Mr. Moyer stated that it would be helpful to HAS to know flight plans during the winter for snow removal.

Mr. Shadd will look into it.

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**Finance - Glenn Burns**

a. Financial Reports

The Board reviewed the following financial reports:

- 2020 Airport Cash Projection
- Purchase Order list
- Smart Card Fuel accounts
- Utility cost report

b. Payment of Bills

- **Approval for payment of bills totaling \$8,198.91**

On motion of Jon Kochis and second of Rick Szabrak, the Fairfield County Airport Authority Board voted to approve the payment of bills totaling \$8,198.91 (See invoice summary attached to minutes)

Voting aye thereon: Kochis, Szabrak, Burns, Fagan, and McNeer

Absent was: Ferguson & Kaper

Motion passed.

- **Motion to approve retroactively February payments totaling \$29,993.44**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board motioned to approve retroactively February payments totaling \$29,993.44. (See attached to minutes)

Voting aye thereon: Kochis, McNeer, Burns, Fagan, and Szabrak

Absent was: Ferguson & Kaper

Motion passed.

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

a. Rent Status Spreadsheet

The Board reviewed the rent status spreadsheet.

**Web – Bill McNeer & Rick Szabrak**

Nothing new to report.

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**Old Business**

None.

**New Business**

Mr. Kochis asked the Board to take a few months to think about refreshing the terminal. He suggested painting, flooring upgrades, and cabinet upgrades. He asked Airport Management to suggest ideas.

Mr. Moyer with HAS recommends getting an estimate from the contractor who remodeled the restrooms at HAS.

**Informational Items**

None.

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

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

- a) Taxiway D project – Strawser will start Spring 2020
- b) National Guard training @ Airport – April 30, 2020  
Mr. Kochis offered the house (former Med-Flight property) for responder training. The 52<sup>nd</sup> guard is the Army and Air National. There will be about 40 people.  
Mr. Ferguson had the house rekeyed.
- c) OAA 2020 Annual Conference – May 28-29, 2020  
Mr. Kochis will be speaking at the conference.  
Mr. McNeer will also attend. He recommended that the best training is a 15-minute tabletop drill rather than an hour.  
Ms. Knisley will register both.
- d) FAA grant deadlines:
  - April 1, notice of intent to submit application
  - May 18, Final application, based on bids
  - June 1, if no notice of intent or application received, FAA will carryover entitlement funds
- e) FBO agreement expires 12/31/2020
- f) Doug Majors Noxious Weed Control agreement expires 12/31/2020
- g) CMT Master agreement expires 9/9/2021 (option to extend 3 one-year extensions)
- h) Legal Services agreement with County Prosecutor expires 12/31/2021
- i) FAA lease for space expires 9/30/2022
- j) HAS mowing and snow removal contract expires on 9/30/2022
- k) Lease with Board of Commissioners to operate facilities expires on 11/16/2022
- l) Hangar J Lease agreement expires 12/31/22
- m) Insurance Coverage lock in rates expire 12/31/22

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

- Executive Session related to security

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Mr. McNeer made the motion to go into executive session at 6:45 p.m. related to security with the Board members present and Staci Knisley.

Mr. Fagan seconded the motion.

Roll call on the vote as follows:  
McNeer, Fagan, Burns, Kochis, and Szabrak  
Motion passed.

Mr. McNeer made the motion to go out of executive session and into regular session at 7:06 p.m.

Mr. Fagan seconded the motion.

Roll call on the vote as follows:  
McNeer, Fagan, Burns, Kochis, and Szabrak  
Motion passed.

**Adjournment**

On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority Board voted to adjourn at 7:07 p.m.

**Next meeting is Monday, April 13, 2020 at 6:00 pm at the Airport Terminal (The April 13, 2020 meeting was cancelled due to nationwide Pandemic)**

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*Meeting minutes for the March 9, 2020 meeting were approved on May 11, 2020.*

Aye  
Glenn Burns

Aye  
Bill Fagan

Aye  
Rick Szabrak

Aye  
Jon Kochis

Aye  
Michael Kaper

Aye  
William McNeer

Aye  
Pat Ferguson

Staci A. Knisley  
Staci A. Knisley, Airport Clerk





**Fairfield County Airport Authority  
Board Meeting, March 9, 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 underway, pre-bid meeting Wednesday and bid  
opening March 19.
6. 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
7. Action Items: Hangar J Structural analysis contract  
SRE building contract revision  
Txwy D design amendment for FAA closeout



**2019 STANDARD AGREEMENT FOR PROFESSIONAL SERVICES**

2020

**THIS AGREEMENT** made between Fairfield County Airport Authority, whose address is 3430 Old Columbus Road, NVV, Carroll, OH 43112, hereinafter called the **CLIENT** and Crawford, Murphy & Tilly, Inc., Consulting Engineers, 2750 West Washington Street, Springfield, Illinois 62702, hereinafter called the **ENGINEER**.

**WITNESSETH**, that whereas the **CLIENT** desires the following described professional engineering, land surveying or architectural services:

The consultant shall provide Project Management services including the development, maintenance and communication of project budget and schedule. The consultant shall prepare and file the required FAA forms for the airspace renewal. Develop plans and specifications for the SRE Equipment Building. Provide construction administration services to include submitted reviews, part time construction site visits (up to four) for visual check of construction in general conformity to project contract specifications and plans.

**NOW THEREFORE**, the **ENGINEER** agrees to provide the above described services and the **CLIENT** agrees to compensate the **ENGINEER** for these services in the manner checked below:

- On a time and expense basis in accordance with the attached Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent.
- At the lump sum amount of \$5,000.

**IT IS MUTUALLY AGREED THAT**, payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**.  
**IT IS FURTHER MUTUALLY AGREED:**

The **CLIENT** and the **ENGINEER** each binds himself, his partners, successors, executors, administrators and assigns to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the **CLIENT** nor the **ENGINEER** shall assign, subcontract or transfer any part of his interest in this **AGREEMENT** without the written consent of the other party hereto. This **AGREEMENT**, and its construction, validity and performance, shall be governed and construed in accordance with the laws of the State of Illinois. This **AGREEMENT** is subject to the General Conditions attached hereto.

**IN WITNESS WHEREOF**, the parties hereto have affixed their hands and seals this 9 day of March, 2020.

**ENGINEER:**

CRAWFORD, MURPHY & TILLY, INC.

\_\_\_\_\_  
 (Client Name)  
 \_\_\_\_\_  
 (Signature)  
 \_\_\_\_\_  
 (Name and Title)  
 \_\_\_\_\_  
 Date 3/5/2020

\_\_\_\_\_  
 (Client Name)  
 \_\_\_\_\_  
 (Signature)  
 \_\_\_\_\_  
 (Name and Title)  
 \_\_\_\_\_  
 Date 3-9-2020

CMT Job No. \_\_\_\_\_

**STANDARD GENERAL CONDITIONS**  
**Crawford, Murphy & Tilly, Inc.**

1. Standard of Care  
In performing its professional services hereunder, the ENGINEER will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the ENGINEER'S undertaking herein or its performance of services hereunder.

2. Reuse of Document  
All documents including Drawings and Specifications prepared by ENGINEER pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at CLIENT'S sole risk and without liability or legal exposure to ENGINEER; and CLIENT shall indemnify and hold harmless ENGINEER from all claims, damages, losses and expenses including attorney's fees arising out of or resulting therefrom.

3. Termination  
This Agreement may be terminated by either party upon seven days prior written notice. In the event of termination, the ENGINEER shall be compensated by the client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place the ENGINEER'S files in order and/or to protect its professional reputation.

4. Parties to the Agreement  
Nothing contained herein shall confer any rights upon or create any duties on the part of the ENGINEER toward any person or persons not a party to this Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

5. Construction and Safety  
The ENGINEER shall not be responsible for the means, methods, procedures, techniques, or sequences of construction, nor for safety on the job site, nor shall the ENGINEER be responsible for the contractor's failure to carry out the work in accordance with the contract documents.

6. Payment  
Payment for services rendered shall be made monthly in accordance with invoices rendered by the ENGINEER. If payment is to be on a lump sum basis, monthly payments will be based on the portion of total services completed during the month. Invoices, or any part thereof, which are not paid within 30 days after the date of issue shall bear interest at the rate of 1 1/2% for each month or fraction thereof from the date 30 days after issue to time of payment. CLIENT will pay on demand all collection costs, legal expenses and attorneys' fees incurred or paid by ENGINEER in collecting payment, including interest, for services rendered.

7. Indemnification for Release of Pollutants  
If this project does not involve pollutants, this provision will not apply. This provision may not be deleted if the project involves pollutants.

8. Risk Allocation  Check box if this does not apply  
The total liability, in the aggregate, of the ENGINEER and ENGINEER'S officers, directors, employees, agents and consultants, and any of them, to CLIENT and anyone claiming by, through or under CLIENT, for any and all injuries, claims, losses, expenses or damages arising out of the ENGINEER'S services, the project or this agreement, including but not limited to the negligence, errors, omissions, strict liability or breach of contract of ENGINEER or ENGINEER'S officers, directors, employees, agents or consultants, or any of them, shall not exceed the total compensation received by ENGINEER under this agreement, or the total amount of \$50,000, whichever is greater.

9. Project Schedule and Scope  
Based on the schedule objectives provided by CLIENT, ENGINEER will develop a schedule of important milestones as necessary for the project for CLIENT'S review and approval. ENGINEER will monitor performance of services for conformance with the schedule and will notify CLIENT of any necessary changes to or deviations from the schedule. Where required by approved project schedule, ENGINEER will present the required deliverables and complete the required tasks at the appropriate intervals for CLIENT'S review and approval prior to payment.

**CRAWFORD, MURPHY & TILLY, INC.  
STANDARD SCHEDULE OF HOURLY CHARGES  
JANUARY 1, 2020**

Regular Rate	Classification
\$ 230	Principal
\$ 220	Project Engineer II Project Architect II Project Manager II
\$ 190	Project Engineer I Project Architect I Project Manager I Project Environmental Specialist I Project Structural Engineer I
\$ 175	Sr. Structural Engineer II
\$ 160	Sr. Technician II
\$ 155	Aerial Mapping Specialist
\$ 150	Sr. Engineer I Sr. Architect I Sr. Structural Engineer I Land Surveyor
\$ 140	Technical Manager II Environmental Specialist III
\$ 135	Sr. Technician I
\$ 130	Sr. Planner I GIS Specialist Engineer I Architect I Structural Engineer I
\$ 115	Environmental Specialist II Technician II
\$ 95	Planner I Technical Manager I Environmental Specialist I Technician I
\$ 60	Project Administrative Assistant Administrative/Accounting Assistant

If the completion of services on the project assignment requires work to be performed on an overtime basis, labor charges above are subject to a 15% premium. These rates are subject to change upon reasonable and proper notice. In any event this schedule will be superseded by a new schedule effective January 1, 2021.

Out of pocket direct costs will be added at actual cost for blueprints, supplies, transportation and subsistence and other miscellaneous job-related expenses directly attributable to the performance of services. A usage charge may be made when specialized equipment is used directly on the project.

Subconsultant services furnished to CMT by another company will be invoiced at actual cost, plus ten percent.

Date Initiated \_\_\_/\_\_\_/\_\_\_

### CMT EXTRA WORK REQUEST

**CLIENT DATA**

Name: Fairfield County Airport Authority

Job Title: Construct Taxiway D - Design

Job Number: \_\_\_\_\_ Authorizing Dept.: \_\_\_\_\_

Project Manager: \_\_\_\_\_

**FIRM DATA**

Job Number: 18065001.00

Project Manager: Ben Cooley

**Description of Extra Work:**

Additional Engineering efforts outside the originally budgeted project time were required to be spent during design.

<b>Estimated Cost:</b>		Construction
Engineering \$ <u>4,820</u>	Construction \$ _____	Contract Admin. \$ _____
Other \$ _____	<b>Total \$ <u>4,820</u></b>	

**Reason and/or justification for extra work:**

Additional site visits onsite coordination with the utilities in the area. The existing ASOS cable runs were anticipated to be relocated easily. However due to the sensitive nature and relatively recent replacement of the cable a revised design was completed. This revision was not made until utility coordination was completed late December 2018.

**Authorizations:**

Client Signature: 

Date: 3/9/2020

Project Manager Signature: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_

2020

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**THIS AGREEMENT** made between Fairfield County Airport Authority, whose address is 3430 Old Columbus Road, NW, Carroll, OH 43112, hereinafter called the **CLIENT** and Crawford, Murphy & Tilly, Inc., Consulting Engineers, 2750 West Washington Street, Springfield, Illinois 62702, hereinafter called the **ENGINEER**.

**WITNESSETH**, that whereas the **CLIENT** desires the following described professional engineering, land surveying or architectural services:

The consultant shall provide structural review and analysis of Hangar J wooden support column.

**NOW THEREFORE**, the **ENGINEER** agrees to provide the above described services and the **CLIENT** agrees to compensate the **ENGINEER** for these services in the manner checked below:

- On a time and expense basis in accordance with the attached Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent.
- At the lump sum amount of \$3,300.


**IT IS MUTUALLY AGREED THAT**, payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**.

**IT IS FURTHER MUTUALLY AGREED:**

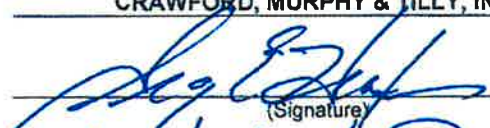
The **CLIENT** and the **ENGINEER** each binds himself, his partners, successors, executors, administrators and assignees to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the **CLIENT** nor the **ENGINEER** shall assign, sublet or transfer any part of his interest in this **AGREEMENT** without the written consent of the other party hereto. This **AGREEMENT**, and its construction, validity and performance, shall be governed and construed in accordance with the laws of the State of Illinois. This **AGREEMENT** is subject to the General Conditions attached hereto.

**IN WITNESS WHEREOF**, the parties hereto have affixed their hands and seals this 9 day of March, 2020.

**CLIENT:**

  
 \_\_\_\_\_  
 (Client Name)  
 Glenn R. Burns  
 \_\_\_\_\_  
 (Signature)  
 President of the Board  
 \_\_\_\_\_  
 (Name and Title)  
 3-9-2020  
 \_\_\_\_\_  
 Date

**ENGINEER:**

CRAWFORD, MURPHY & TILLY, INC.  
 \_\_\_\_\_  
  
 \_\_\_\_\_  
 (Signature)  
 Greg Heaton, Vice President  
 \_\_\_\_\_  
 (Name and Title)  
 2/20/20  
 \_\_\_\_\_  
 Date

**CMT Job No.** \_\_\_\_\_



**STANDARD GENERAL CONDITIONS**  
**Crawford, Murphy & Tilly, Inc.**

1. Standard of Care

In performing its professional services hereunder, the **ENGINEER** will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the **ENGINEER'S** undertaking herein or its performance of services hereunder.

2. Reuse of Document

All documents including Drawings and Specifications prepared by **ENGINEER** pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by **CLIENT** or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by **ENGINEER** for the specific purpose intended will be at **CLIENT'S** sole risk and without liability or legal exposure to **ENGINEER**; and **CLIENT** shall indemnify and hold harmless **ENGINEER** from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.

3. Termination

This Agreement may be terminated by either party upon seven days prior written notice. In the event of termination, the **ENGINEER** shall be compensated by the client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place the **ENGINEER'S** files in order and/or to protect its professional reputation.

4. Parties to the Agreement

The services to be performed by the **ENGINEER** under this Agreement are intended solely for the benefit of the **CLIENT**. Nothing contained herein shall confer any rights upon or create any duties on the part of the **ENGINEER** toward any person or persons not a party to this Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

5. Construction and Safety

The **ENGINEER** shall not be responsible for the means, methods, procedures, techniques, or sequences of construction, nor for safety on the job site, nor shall the **ENGINEER** be responsible for the contractor's failure to carry out the work in accordance with the contract documents.

6. Payment

Payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**. If payment is to be on a lump sum basis, monthly payments will be based on the portion of total services completed during the month. ~~Invoices, or any part thereof, which are not paid within 30 days after the date of issue shall bear interest at the rate of 1-1/2% for each month or fraction thereof from the date 30 days after issue to time of payment. CLIENT will pay on demand all collection costs, legal expenses and attorneys' fees incurred or paid by ENGINEER in collecting payment, including interest, for services rendered.~~

7. Indemnification for Release of Pollutants

~~If this project does not involve pollutants, this provision will not apply. This provision may not be deleted if the project involves pollutants.~~

~~If, due to the nature of the service covered under this Agreement including the potential for damages arising out of the release of pollutants, CLIENT agrees that in the event of one or more suits or judgments against ENGINEER in favor of any person or persons, or any entity, for death or bodily injury or loss of or damage to property or for any other claimed injury or damages arising from services performed by ENGINEER, CLIENT will indemnify and hold harmless ENGINEER from and against liability to CLIENT or to any other persons or entities irrespective of Engineer's compensation and without limitation. It is understood that the total aggregate liability of ENGINEER arising from services performed by ENGINEER shall in no event exceed \$50,000 or the total compensation received under this agreement whichever is greater, irrespective of the number of or amount of such claims, suits, or judgments.~~

8. Risk Allocation  Check box if this does not apply

The total liability, in the aggregate, of the **ENGINEER** and **ENGINEER'S** officers, directors, employees, agents and consultants, and any of them, to **CLIENT** and anyone claiming by, through or under **CLIENT**, for any and all injuries, claims, losses, expenses or damages arising out of the **ENGINEER'S** services, the project or this agreement, including but not limited to the negligence, errors, omissions, strict liability or breach of contract of **ENGINEER** or **ENGINEER'S** officers, directors, employees, agents or consultants, or any of them, shall not exceed the total compensation received by **ENGINEER** under this agreement, or the total amount of \$50,000, whichever is greater.

9. Project Schedule and Scope

Based on the schedule objectives provided by **CLIENT**, **ENGINEER** will develop a schedule of important milestones as necessary for the project for **CLIENT'S** review and approval. **ENGINEER** will monitor performance of services for conformance with the schedule and will notify **CLIENT** of any necessary changes to or deviations from the schedule. Where required by approved project schedule, **ENGINEER** will present the required deliverables and complete the required tasks at the appropriate intervals for **CLIENT'S** review and approval prior to payment.

**CRAWFORD, MURPHY & TILLY, INC.**  
**STANDARD SCHEDULE OF HOURLY CHARGES**  
**JANUARY 1, 2020**

Classification	Regular Rate
Principal	\$ 230
Project Engineer II Project Architect II Project Manager II Project Environmental Specialist II	\$ 220
Project Engineer I Project Architect I Project Manager I Project Environmental Specialist I Project Structural Engineer I	\$ 190
Sr. Structural Engineer II	\$ 175
Sr. Technician II	\$ 160
Aerial Mapping Specialist	\$ 155
Sr. Engineer I Sr. Architect I Sr. Structural Engineer I Land Surveyor	\$ 150
Technical Manager II Environmental Specialist III	\$ 140
Sr. Technician I	\$ 135
Sr. Planner I GIS Specialist Engineer I Architect I Structural Engineer I	\$ 130
Environmental Specialist II Technician II	\$ 115
Planner I Technical Manager I Environmental Specialist I Technician I Project Administrative Assistant	\$ 95
Administrative/Accounting Assistant	\$ 60

If the completion of services on the project assignment requires work to be performed on an overtime basis, labor charges above are subject to a 15% premium. These rates are subject to change upon reasonable and proper notice. In any event this schedule will be superseded by a new schedule effective January 1, 2021.

Out of pocket direct costs will be added at actual cost for blueprints, supplies, transportation and subsistence and other miscellaneous job-related expenses directly attributable to the performance of services. A usage charge may be made when specialized equipment is used directly on the project.

Subconsultant services furnished to CMT by another company will be invoiced at actual cost, plus ten percent.





**FR2020-3.09.d**

**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 repairs necessary to Hangar J; and

**WHEREAS**, appropriations from unappropriated funds will allow the budget to increase in the major category expense for contractual services for org# 80780000; 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 Auditor appropriate from unappropriated funds in the major expense category of contractual services for org# 80780000, Fund# 7800.

\$ 15,000                      80780000      contractual services

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Motion by:              Jon Kochis

Seconded by:          Bill Fagan

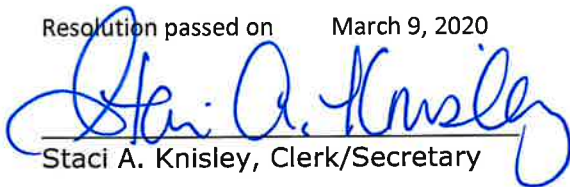
Ayes:                      Kochis, Fagan, Burns, Szabrak, and McNeer

Nays:                      None

Abstentions:            None

Absent:                    Ferguson & Kaper

Resolution passed on    March 9, 2020

  
Staci A. Knisley, Clerk/Secretary

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

Section 1.

\$ 15,000                      80780000 543000 repairs

**FR2020-3.09.e**

**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 engineering agreements approved; and

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

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

---

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

\$ 5,700                      80780000      contractual services

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Motion by:                      Jon Kochis

Seconded by:                      Bill Fagan

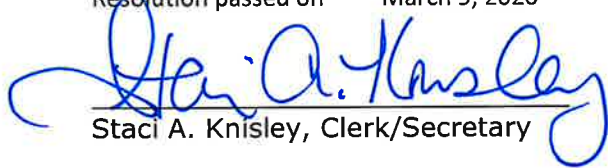
Ayes:                              Kochis, Fagan, Burns, Szabrark, and McNeer

Nays:                              None

Abstentions:                      None

Absent:                              Ferguson & Kaper

Resolution passed on              March 9, 2020

  
Staci A. Knisley, Clerk/Secretary

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

Section 1.

\$ 5,700                      80780000 530000 contract services





# FAIRFIELD COUNTY

## YEAR-TO-DATE BUDGET REPORT



FOR 2020 02

JOURNAL DETAIL 2020 2 TO 2020 2

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
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### 80780000 AIRPORT OPERATIONS

#### 530000 CONTRACTUAL SERVICES

80780000 530000	CNTRCT SVC	150,000.00	151,800.00	24,034.30	9,135.64	124,737.70	3,028.00	98.0
2020/02/000021	02/03/2020 API	2,000.00	VND 005552	PO 20000032	HISTORICAL AIRCRAFT	snw plow/mow 2/1-2/29/20	5303172	
2020/02/000021	02/03/2020 API	4,000.00	VND 007099	PO 20001126	SUNDOWNER AVIATION L	Airport mgr 2/1-2/29/20	5303193	
2020/02/000604	02/18/2020 API	439.62	VND 005790	PO 20001083	OHIO DEPT OF TAXATIO	Fuel sales tax 1/1-1/31/20	5304053	
2020/02/000604	02/18/2020 API	491.01	VND 007099	PO 20001188	SUNDOWNER AVIATION L	fuel sales 1/1-1/31/20	5304063	
2020/02/000604	02/18/2020 API	1,813.60	VND 007099	PO 20001128	SUNDOWNER AVIATION L	hangar rent 1/1-1/31/20	5304063	
2020/02/000848	02/24/2020 API	93.50	VND 001281	PO 20001124	PORTA KLEEN	rental port 2/7-3/5/20	5304467	
2020/02/000848	02/24/2020 API	297.91	VND 003668	PO 20001176	LOCAL WASTE SERVICE	airport trash 2/1-2/29/20	5304505	

### TOTAL CONTRACTUAL SERVICES

150,000.00 151,800.00 24,034.30 9,135.64 124,737.70 3,028.00 98.0%

### 531020 TAX APPRAISAL

80780000 531020	TX APPRSL	20,000.00	20,000.00	.00	.00	.00	20,000.00	.0
2020/02/000220	02/10/2020 API	1,984.13	VND 015920	PO 20001153	FAIRFIELD CO	TREASUR 3430 Columb Hangar A RE taxes	5303586	
2020/02/000220	02/10/2020 API	1,002.84	VND 015920	PO 20001153	FAIRFIELD CO	TREASUR 3430 Columb Rd RE taxes 2019	5303582	
2020/02/000220	02/10/2020 API	843.28	VND 015920	PO 20001153	FAIRFIELD CO	TREASUR 3430 Columb Rd RE taxes 2019	5303581	
2020/02/000220	02/10/2020 API	10.98	VND 015920	PO 20001153	FAIRFIELD CO	TREASUR 3430 Columb Rd RE taxes 2019	5303578	
2020/02/000220	02/10/2020 API	1,488.14	VND 015920	PO 20001153	FAIRFIELD CO	TREASUR 3430 Columb Rd RE taxes 2019	5303583	
2020/02/000220	02/10/2020 API	2,976.76	VND 015920	PO 20001153	FAIRFIELD CO	TREASUR 3430 Columb Rd RE taxes 2019	5303587	
2020/02/000220	02/10/2020 API	1,984.12	VND 015920	PO 20001153	FAIRFIELD CO	TREASUR 3430 Columb Rd RE taxes 2019	5303585	
2020/02/000220	02/10/2020 API	5,952.96	VND 015920	PO 20001153	FAIRFIELD CO	TREASUR 3430 Columb Rd RE taxes 2019	5303588	
2020/02/000220	02/10/2020 API	-16,501.19	REF EXPADJ	PO 20001153	FAIRFIELD CO	TREASUR 0 Columb Rd RE taxes 2019	5303580	

### TOTAL TAX APPRAISAL

20,000.00 20,000.00 .00 .00 .00 20,000.00 .0%

### 541001 ELECTRIC/UTILITIES

80780000 541001	ELE/UTILIT	25,000.00	25,000.00	4,386.98	2,111.56	19,713.02	900.00	96.4
2020/02/000603	02/18/2020 API	132.51	VND 001373	PO 20001205	SOUTH CENTRAL POWER	Cons Moped 1/4-2/4/20	5304005	
2020/02/000603	02/18/2020 API	177.67	VND 001373	PO 20001205	SOUTH CENTRAL POWER	Terminal 2 1/4-2/4/20	5304005	
2020/02/000603	02/18/2020 API	327.81	VND 001373	PO 20001205	SOUTH CENTRAL POWER	Terminal rmwy Its 1/4-2/4/20	5304005	

# FAIRFIELD COUNTY

## YEAR-TO-DATE BUDGET REPORT



FOR 2020 02

JOURNAL DETAIL 2020 2 TO 2020 2

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
80780000 541001 ELE/UTILITI							
2020/02/000603 02/18/2020 API	36.21 VND	001373 PO 20001205	SOUTH CENTRAL POWER	3383 Co1umb 1/4-2/4/20		5304005	
2020/02/000603 02/18/2020 API	106.69 VND	001373 PO 20001205	SOUTH CENTRAL POWER	Hangar G 1/4-2/4/20		5304005	
2020/02/000603 02/18/2020 API	214.35 VND	001373 PO 20001205	SOUTH CENTRAL POWER	Hangar P 1/4-2/4/20		5304005	
2020/02/000603 02/18/2020 API	180.79 VND	001373 PO 20001205	SOUTH CENTRAL POWER	Hangar Q 1/4-2/4/20		5304005	
2020/02/000603 02/18/2020 API	360.90 VND	001373 PO 20001205	SOUTH CENTRAL POWER	Hangar F 1/4-2/4/20		5304005	
2020/02/000603 02/18/2020 API	229.93 VND	001373 PO 20001205	SOUTH CENTRAL POWER	Hangar O 1/4-2/4/20		5304005	
2020/02/000604 02/18/2020 API	101.10 VND	023650 PO 20001277	FAIRFIELD CO UTILITI	Co1umb Rd 12/31-1/31/20		5304108	
2020/02/000604 02/18/2020 API	101.10 VND	023650 PO 20001277	FAIRFIELD CO UTILITI	Co1umb 12/31-1/31/20		5304109	
2020/02/000847 02/24/2020 API	50.56 VND	003823 PO 20001226	NORTHEAST OHIO NATUR	Co1umb 1/8-2/5/20		5304507	
2020/02/000847 02/24/2020 API	91.94 VND	003823 PO 20001226	NORTHEAST OHIO NATUR	Co1umb 1/8-2/5/20		5304507	
TOTAL ELECTRIC/UTILITES	25,000.00	25,000.00	4,386.98	2,111.56	19,713.02	900.00	96.4%
543000 REPAIR AND MAINTENANCE							
80780000 543000 REPAIR	25,000.00	46,000.00	5,388.15	.00	28,205.34	12,406.51	73.0
TOTAL REPAIR AND MAINTENANCE	25,000.00	46,000.00	5,388.15	.00	28,205.34	12,406.51	73.0%
553000 COMMUNICATIONS/TELEPHONE							
80780000 553000 COMM	2,100.00	2,100.00	342.80	171.24	1,757.20	.00	100.0
2020/02/000020 02/03/2020 API	171.24 VND	074480 PO 20001162	A T & T INC	Airport 12/20-1/19/20		5303237	
TOTAL COMMUNICATIONS/TELEPHONE	2,100.00	2,100.00	342.80	171.24	1,757.20	.00	100.0%
554000 ADVERTISING							
80780000 554000 ADVERTISE	2,000.00	2,000.00	.00	.00	1,800.00	200.00	90.0

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2020 02

JOURNAL DETAIL 2020 2 TO 2020 2

	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 558000 TRAVEL	200.00	200.00	28.95	.00	71.05	100.00	50.0
TOTAL TRAVEL REIMBURSEMENT	200.00	200.00	28.95	.00	71.05	100.00	50.0%
<b>560000 MATERIALS &amp; SUPPLIES</b>							
80780000 560000 MATERIALS	15,000.00	15,000.00	815.19	.00	9,484.81	4,700.00	68.7
TOTAL MATERIALS & SUPPLIES	15,000.00	15,000.00	815.19	.00	9,484.81	4,700.00	68.7%
<b>561000 GENERAL OFFICE SUPPLIES</b>							
80780000 561000 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 562600 FUEL	250,000.00	250,000.00	36,045.80	.00	213,954.20	.00	100.0
TOTAL FUEL (GASOLINE/DIESEL)	250,000.00	250,000.00	36,045.80	.00	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

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2020 02

JOURNAL DETAIL 2020 2 TO 2020 2

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
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	28,575.00	18,575.00	18,575.00	.00	10,000.00	65.0
2020/02/000602 02/18/2020 API	18,575.00	VND 005545 PO 20002970 PURVIS BROTHERS INC credit card machine fuel					5304049
TOTAL EQUIPMENT, SOFTWARE & FI	10,000.00	28,575.00	18,575.00	18,575.00	.00	10,000.00	65.0%
<b>590310 REFUNDS OF HANGAR DEPOSITS</b>							
80780000 590310 REFUNDS	3,000.00	3,000.00	698.00	.00	.00	2,302.00	23.3
TOTAL REFUNDS OF HANGAR DEPOSI	3,000.00	3,000.00	698.00	.00	.00	2,302.00	23.3%
TOTAL AIRPORT OPERATIONS	557,800.00	599,175.00	90,315.17	29,993.44	400,023.32	108,836.51	81.8%
TOTAL EXPENSES	557,800.00	599,175.00	90,315.17	29,993.44	400,023.32	108,836.51	
GRAND TOTAL	557,800.00	599,175.00	90,315.17	29,993.44	400,023.32	108,836.51	81.8%

\*\* END OF REPORT - Generated by Sharlene Elizabeth Ba'tis \*\*