

Fairfield County Airport Authority Board Meeting
3430 Old Columbus Rd NW
Carroll, Ohio 43112
Minutes for May 14, 2018

Meeting to order

Glenn 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, Jon Kochis, Bill McNeer, Michael Kaper, Rick Szabrak, and Bill Fagan. Board Member Pat Ferguson was absent. Also present were Staci Knisley, Pat Rooney, James Shadd, Greg Heaton, Lori Leach, and Al Moyer.

Opportunity for the Public to Address the Board

There were no public comments.

Approval of Minutes for the April 9, 2018 meeting

On motion of Bill McNeer and second of Jon Kochis, the Fairfield County Airport Authority Board voted to approve the minutes from the April 9, 2018 meeting.

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

Absent was: Ferguson

Motion passed.

Historical Aircraft Squadron (HAS) update

Al Moyer reported that the restoration of the fence is complete and they have mowed the new annex (former Med-Flight Property) as requested. He presented an invoice for mowing for \$100 and the fence restoration invoice was for \$995.

Approval of HAS invoices totaling \$1,095

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve the HAS invoices totaling \$1,095.

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

Absent was: Ferguson

Motion passed.

Dr. Burns thanked HAS for all the work they do.

Airport Manager Update

a. **Landing patterns for proposed area for new school**

Mr. Rooney reported if the Board wanted to change the landing pattern, he recommended an official request be sent to the Airport District Office. It could take up to 90-120 days to get this completed.

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Mr. Kochis recommended that the process for changing the landing pattern be started in September.

b. Monthly Board Report

Mr. Rooney reviewed his Monthly Board report, see attached to minutes. 100 Low-lead fuel sales are down about 3,000 gallons for the year and jet fuel sales are up. Their flying is down about 10% and less fuel is being purchased by customers possibly due to the weather. Net Jet and Travel Air jet traffic use the Airport out of convenience. We lack de-icing, snow removal, and a larger hangar to accommodate other jet traffic. The traffic does not support purchasing new equipment.

Mr. Rooney introduced Jimmy Shadd who is a new employee for Sundowner Aviation. He will be working with Darrel Loos at the Maintenance Hangar. Lori and Rita will still be working at the Terminal.

Standing Committee Updates:

1. Airport Improvement – Jon Kochis

a. Crawford Murphy Tilly (CMT) Engineer's Report (See attached to minutes)

Mr. Heaton reported that bids have been received for the Taxiway B LED lighting system FY2018 ODOT grant project. Appalachian Foothills Contracting was the low bidder of \$257,650. Once ODOT has sent the official grant paperwork, it is possible that they can get started in July.

Mr. Kochis added that the ODOT FY2019 grant application that was approved by the Board in April is for the paving of the Terminal Apron. If approved, the work will start in the summer of 2019. Also, if approved, local dollars in our budget can be used to fill in the cracks near the hangars. This area is not grant eligible.

Mr. Heaton reported that Ohio Aviation Association (OAA) Legislative Day is May 16. Mr. Kochis is planning on attending. There are about 7-8 Legislators that will be there. OAA hopes to seek more dollars from the State and FAA.

Mr. Heaton reported that parts of the taxiway will be closed temporarily during the lighting project. The project will be cut into phases.

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Mr. Heaton reported that there is an extra billion dollars that Congress gave the FAA. Now, Fairfield County is not eligible for those dollars. It could free up other federal dollars in future years.

Approval to award bid to Appalachian Foothills in the amount of \$257,650 for the FY2018 ODOT grant project for the New Taxiway B LED Edge Lighting System

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve to award bid to Appalachian Foothills in the amount of \$257,650 for the FY2018 ODOT grant project for the New Taxiway B LED Edge Lighting System.

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

Absent was: Ferguson

Motion passed.

b. **Tax Assessments**

Mr. Kochis reported that the Lancaster City Schools filed a counter complaint relating to our property value with the Fairfield County Board of Revision.

c. **Capital Improvement Projects**

i. **Storm Water System Rehabilitation/Tree Clearing**

Mr. Kochis reported that the tree clearing is completed. Mr. Majors will plant his crops in the winter. Greenfield Township Maintenance is helping to clear the ditch in the area.

ii. **Roof Repair – Maintenance Hangar**

Mr. Kochis reported that he will follow-up with the contractor.

2. **Community Relations – Michael Kaper & Rick Szabrak**

Mr. Kaper reported that there was an email inquiry related to any employment opportunities.

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

Mr. Kochis recommended that new mulch be laid down in front of the terminal. Mr. Kochis & Mr. Fagan volunteered to lay the mulch.

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

5. **Finance - Glenn Burns**

a. **Financial Reports**

Ms. Knisley asked the Board to review the financial reports and asked if there are any questions. She reported that the Utility Costs for the terminal are still increasing. She also reported that she is working with Lori with Airport Management to reconcile the fuel issues. The fuel card reader was down but now is fixed.

b. **Payment of Bills**

Approval for payment of bills totaling \$11,138.19

On motion of Bill McNeer and second of Bill Fagan, the Fairfield County Airport Authority Board voted to approve the payment of bills totaling \$11,138.19. (See invoice summary attached to minutes)

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

Absent was: Ferguson

Motion passed.

6. **Security – Jon Kochis & Bill McNeer**

Mr. McNeer reported that about 15 years ago there was aircrafts broken into out here at the Airport. He recommends that tenants and management make sure their aircrafts are locked and secure.

Mr. Kochis reported that there are 2 applications for Dispensers (Pharmacy) for Marijuana in Fairfield County. One of the applications was located on Claypool Street located near the Airport. There could be an increase in traffic if the industry takes off. The increase could lead to a need for a light at the intersection on Route 33 which would be good marketing for the Airport.

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

Ms. Knisley reported the following information related to the hangars:

- O9 – vacating end of May
- O7 – new lease

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- Q2 – new lease
- F2 – late for April & May

8. Web – Bill McNeer & Rick Szabrak

Mr. Szabrak would like to see a testimonial placed on the website from a customer relating to the easy access of the Fairfield County Airport.

Mr. Kochis suggested that Social Media be a part of the Airport marketing.

Mr. Szabrak stated that at this time there is not enough going on to keep active with Social Media. You must constantly be checking on your Social Media. It will take some commitment from someone to manage it. There is a value to Social Media.

Old Business

a. Land Exchange Agreement with Eversole & the Board of Commissioners

Mr. Kochis reported that the notice from the Board of Commissioners has been sent. The agreement will terminate as of May 1, 2019. The next step is to request for proposals for a vegetation control agreement.

b. AED at Terminal

Mr. Kochis will work with Airport Management on where to install the AED and will follow-up on scheduling training.

c. Columbus Regional Airport Authority – potential opportunities

Mr. Szabrak reported that he, Mr. McNeer, and Mr. Kochis will be meeting with Tory Richardson with Columbus Regional Airport Authority. They hope to meet right before the June 11 Board meeting.

d. Business Radio Licensing

Mr. Kochis will follow-up with Chief Jerry Perrigo with the Sheriff's Department.

New Business

a. 2018 Application for Certificate of Coverage – Underground Storage Tanks

b. EMA exercise on May 31, 2019

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Mr. Kochis reported that EMA & Greenfield Township is having an exercise on May 31, 2019. The scenario is on the north side of the Airport.

Informational Items

- a. OAA Annual Conference – April 10-11, 2018
Mr. McNeer and Mr. Ferguson attended.

Calendar of upcoming events and other important dates

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

- a. Insurance expires 12/15/18
- b. FBO contract expires 12/31/2018 – *Sub-committee to work on for June/July*
- c. HAS authorization for use of 3 unoccupied hangars expires 12/31/18
- d. Storm Water Plan – Review and Approve annually - February 2019
- e. 50-year Anniversary – June 18, 2019
- f. HAS lease agreement w/Commissioners expires on 12/31/19
- g. Eversole lease with Commissioners expires on 10/26/2020
- h. Doug Majors Noxious Weed Control agreement expires 12/31/2020
- i. FAA lease for space expires 9/30/2022
- j. Lease with Board of Commissioners to operate facilities expires on 11/16/2022

Adjournment

On motion of Bill McNeer and second of Jon Kochis, the Fairfield County Airport Authority Board voted to adjourn at 6:41 p.m.

Next meeting is scheduled for Monday, June 11, 2018 at 6:00 p.m.

Meeting minutes for the May 14, 2018 meeting were approved on June 11, 2018.

Aye

Glenn Burns

Aye

Bill Fagan

Aye

Rick Szabrak

Aye

Jon Kochis

Absent

Michael Kaper

Aye

William McNeer

Aye

Pat Ferguson

Staci A. Knisley

Staci A. Knisley, Airport Clerk

MONTHLY BOARD REPORT For April

MAY 2018

S/14/18
meeting

ITEM	QUANTITY	REMARKS
T HANGAR OCCUPANCY	65/72	
R HANGAR OCCUPANCY	6/6	
NEW LEASES	3	
OVERNIGHT	0	
FUEL SALES 100LL	2408	
FUEL SALES JET	1423	
NUMBER OF OPERATIONS	1000	
HANGAR MAINTENANCE ISSUES	NONE	
PUBLIC COMMENTS	none	
INCIDENTS REPORTED TO FAA	None	

**Fairfield County Airport Authority
Board Meeting, May 14, 2018**

Engineer's Summary Report

1. FY 18 ODOT Aviation Grant Project

Project scope

Base Bid: New Taxiway B LED edge lighting system

Additive Alternate 1: New Taxiway D LED edge lighting system

Additive Alternate 2: Anchored maintenance pads around each light

Anticipated Project Schedule:

Prefinal Design	3/12/2018 - completed
ODOT Plan review	3/16/2018 - completed
Bid Advertisement 1	4/3/2018 - completed
Bid Advertisement 2	4/10/2018 – completed
Pre-Bid Meeting	4/12/2018 - completed
Bids Opened	4/26/2018 – completed, see summary below
Bid Values due to ODOT	5/10/2018 - completed

2 bids received, bid tabs attached for your information. ODOT Aviation preparing final grant for acceptance. Target construction start July 1, 2018

Project Estimated Cost: \$328,231.50

ODOT Share (95%): \$311,819.93

Local Share (5%): \$ 16,411.57

2. FAA grant pre-application submitted.

FAA FY 18 project includes Taxiway Delta reconstruction – design only. Design to begin in earnest in late summer/early fall with Geotech and survey.

3. Action Items:

- a. Ohio Aviation Legislative Day, See attached legislative priorities.

As Read Tabulation of Bids
 PROJECT: TAXIWAY B LIGHTING REHABILITATION
 DATE: April 26, 11:00 A.M.

FAIRFIELD COUNTY AIRPORT
 LANCASTER, OHIO

BIDDER	BASE BID	ADD ALT 2	ADD ALT 1
1 Jess Howard Electric	\$276,850.00	\$33,194.00	\$44,255.00
2 Appalachian Foothills Contracting	\$257,650.00	\$21,316.50	\$49,265.00
3			
4			
5			
6			
7			
8			

Prepared By: BIDC

4/26/2018



May 10, 2018

Mr. Glenn Burns
Airport Authority President
Fairfield County Airport Authority
3430 Old Columbus Road
Carroll, OH 43112

**RE: 17650-01 Fairfield County Airport
Taxiway B Lighting Rehabilitation
Bid Recommendation**

Dear Mr. Burns,

On April 26, 2018 bids were opened for the above referenced project. Below is a summary of the bids and attached is a detailed bid tabulation.

Company	Base Bid	Add Alt #1	Add Alt #2
Appalachian Foothills Contracting	\$257,650.00	\$21,316.50	\$49,265.00
Jess Howard Electric	\$276,850.00	\$33,194.00	\$44,255.00

We have reviewed the proposals provided and found them to be complete in the bidding requirements having provided all the appropriate documents. The bidders were vetted and found to be in good standing in the State of Ohio and US government.

Based on our review and available funding, CMT recommends the Authority accept and award the project for the Base Bid, Additive Alternate #1, and Additive Alternate #2 for a total value of \$328,231.50 to Appalachian Foothills Contracting.

If you have any questions, please contact our office.

Sincerely,
Crawford, Murphy & Tilly, Inc

Ben Cooley, P.E.
Project Manager

Encls. Bid Tabulation
Bidder Review Checklist

Copy: CMT - file



Bid Review Checklist

Project: Rehabilitate Taxiway B Lighting
Fairfield County Airport

Bid Opening Date: 4/26/2018
 Review Date: 4/30/2018
 Completed By: CER

Bidder

Total Bid

Addendum Received

Bid Guaranty

DBE %

DBE Contribution Certified

Non-Collusion Affidavit

Disclosure of Personal Property Taxes

Buy American Certificate/Waiver

Insurance

Active Exclusions Check (attach print of webpage)
www.sam.gov

Certified Search for Unresolved Finding for Recovery
 (attach print of webpage)
<https://ohioauditor.gov/findings/certified/default.aspx>

Qualifications

Reference Check (attach phone log or notes)

Appalachian Foothills Contracting	Jess Howard Electric	
\$ 328,231.50	\$ 354,299.00	
Yes	Yes	
Yes	Yes	
N/A	N/A	
N/A	N/A	
Yes	Yes	
Yes	Yes	
N/A	N/A	
TBD		
No		
None		
Yes		
BDC-5/9/2018		



By:
Crawford, Murphy and Tilly, Inc.
8101 North High Street
Columbus, Ohio 43235

For:
Fairfield County Airport Authority
At:
Fairfield County Airport
Lancaster, Ohio

FAIRFIELD COUNTY AIRPORT
REHABILITATE TAXIWAY B LIGHTING
ENGINEERS PRELIMINARY ESTIMATE OF PROBABLE CONSTRUCTION VALUES
4/26/2018

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT VALUES	EXTENDED VALUES
TAXIWAY B - LIGHTING REHABILITATION					
1	G-105 MOBILIZATION	LS	1	\$ 5,000.00	\$ 5,000.00
2	L-108 L-824, NO. 8 AWG, TYPE C, CABLE, DIRECT BURY NO. 6 AWG, SOLID, BARE COUNTERPOISE WIRE, INSTALLED IN TRENCH, INCLUDING GROUNDING	LF	14,000	\$ 2.25	\$ 31,500.00
3	L-108	LF	12,000	\$ 2.75	\$ 33,000.00
4	L-109 INSTALLATION OF 4-KW AIRFIELD LIGHTING REGULATOR IN PLACE	EA	1	\$ 15,000.00	\$ 15,000.00
5	L-109 VAULT MODIFICATIONS	LS	1	\$ 5,000.00	\$ 5,000.00
6	L-110 DUCT, DIRECTIONAL BORE, 1-WAY, 2-INCH	LF	550	\$ 40.00	\$ 22,000.00
7	L-115 JUNCTION BOX	EA	16	\$ 650.00	\$ 10,400.00
8	L-125 ELEVATED TAXIWAY EDGE LIGHT, LED, NEW ON NEW LIGHT BASE	EA	57	\$ 1,300.00	\$ 74,100.00
9	L-125 ELEVATED TAXIWAY EDGE LIGHT, LED, NEW ON NEW STAKE MOUNT	EA	98	\$ 1,100.00	\$ 107,800.00
10	L-125 REMOVE EXISTING TAXIWAY EDGE LIGHT SYSTEM	LS	1	\$ 15,000.00	\$ 15,000.00
11	X-650 TURF RESTORATION	SY	5,500	\$ 5.00	\$ 27,500.00
SUBTOTAL					\$ 346,300.00
ADDITIVE ALTERNATE #1 - TAXIWAY D - LIGHTING REHABILITATION					
AA-1	G-105 MOBILIZATION	LS	1	\$ 4,000.00	\$ 4,000.00
AA-2	L-108 L-824, NO. 8 AWG, TYPE C, CABLE, DIRECT BURY NO. 6 AWG, SOLID, BARE COUNTERPOISE WIRE, INSTALLED IN TRENCH, INCLUDING GROUNDING	LF	1,500	\$ 2.25	\$ 3,375.00
AA-3	L-108	LF	850	\$ 2.75	\$ 2,337.50
AA-4	L-125 ELEVATED TAXIWAY EDGE LIGHT, LED, NEW ON NEW LIGHT BASE	EA	6	\$ 1,300.00	\$ 7,800.00
AA-5	L-125 ELEVATED TAXIWAY EDGE LIGHT, LED, NEW ON NEW STAKE MOUNT	EA	6	\$ 1,100.00	\$ 6,600.00
AA-6	L-125 REMOVE EXISTING TAXIWAY EDGE LIGHT SYSTEM	LS	1	\$ 2,000.00	\$ 2,000.00
AA-7	X-650 TURF RESTORATION	SY	600	\$ 5.00	\$ 3,000.00
SUBTOTAL					\$ 29,112.50
ADDITIVE ALTERNATE #2 - MAINTENANCE PADS					
AA2-1	SP-1 ANCHORED MAINTENANCE PAD - ELLIPTICAL	EA	167	\$ 350.00	\$ 58,450.00

Appalachian Foothills		Jess Howard	
\$ 10,000.00	\$ 10,000.00	\$ 7,700.00	\$ 7,700.00
\$ 3.60	\$ 50,400.00	\$ 5.81	\$ 81,340.00
\$ 1.89	\$ 22,680.00	\$ 1.74	\$ 20,880.00
\$ 10,000.00	\$ 10,000.00	\$ 7,500.00	\$ 7,500.00
\$ 5,000.00	\$ 5,000.00	\$ 3,050.00	\$ 3,050.00
\$ 50.00	\$ 27,500.00	\$ 31.50	\$ 17,325.00
\$ 580.00	\$ 9,280.00	\$ 800.00	\$ 12,800.00
\$ 965.00	\$ 55,005.00	\$ 900.00	\$ 51,300.00
\$ 545.00	\$ 53,410.00	\$ 580.00	\$ 56,840.00
\$ 7,500.00	\$ 7,500.00	\$ 3,100.00	\$ 3,100.00
\$ 1.25	\$ 6,875.00	\$ 2.73	\$ 15,015.00
\$ 257,650.00		\$ 276,850.00	
\$ 3,500.00	\$ 3,500.00	\$ 3,800.00	\$ 3,800.00
\$ 3.60	\$ 5,400.00	\$ 7.31	\$ 10,965.00
\$ 1.89	\$ 1,606.50	\$ 5.26	\$ 4,471.00
\$ 965.00	\$ 5,790.00	\$ 1,050.00	\$ 6,300.00
\$ 545.00	\$ 3,270.00	\$ 745.00	\$ 4,470.00
\$ 1,000.00	\$ 1,000.00	\$ 830.00	\$ 830.00
\$ 1.25	\$ 750.00	\$ 3.93	\$ 2,358.00
\$ 21,316.50		\$ 33,194.00	
\$ 295.00	\$ 49,265.00	\$ 265.00	\$ 44,255.00

TOTAL BID CONSTRUCTION VALUE: \$ 328,231.50
 ENGINEERING SERVICES: \$ 50,510.00
 TOTAL PROJECT VALUE: \$ 378,741.50
 ODOT GRANT (95%): \$ 359,804.43



Ohio Aviation Means...

...Impacts. Jobs. Growth. State Vitality.

There is no denying that the aviation industry is a vital part of Ohio's economy and is an essential part of everyday life of Ohioans. Our airports play a critical role ensuring the state's ability to attract, generate, and maintain business and employment. Airports are global gateways that allow companies the ability to establish operations, move people and cargo seamlessly between locations, connect business with tourism, and increasingly serve as a critical workforce and economic development attraction and retention tool.

Despite the aviation industry's significant economic impact and Ohio's status as the "Birthplace of Aviation", neighboring states have overtaken Ohio in terms of aviation infrastructure investment, air service connectivity, aviation workforce training, and economic development projects involving air transportation. **Importantly**, the lack of investment in aviation has significant spillover effects to the state's workforce and economic development attraction efforts.

As the Voice of Airports in Ohio, the **Ohio Aviation Association** works to develop policies and affect legislation by lobbying the state executive and legislative branches while working in conjunction with regulatory agencies. Below are our policy priorities for 2018-2019 that are designed to reclaim Ohio's reputation as the leader of the aviation industry.

Bring Ohio's commercial service airports into the 21st Century by investing in ongoing and planned terminal and airfield projects.

- Ohio's commercial service airports generate over 105,000 jobs, \$3.5 billion in payroll, and \$11.4 billion in annual economic output while federal and state resources for these airports have declined 45% in the last decade.
- The current terminal development improvement needs of all Ohio commercial services airports is in excess of \$1.5 billion.
- Ohio needs to develop a *significant* one-time, grant program to support these infrastructure improvements.

Create a sustainable funding stream to provide needed infrastructure improvements at Ohio's network of airports.

- Reinvest 100 percent of aviation related tax revenue back into the Ohio Airport Grant Program (estimated at \$16 million)
- Revise Ohio's legislation to make all airports within the Ohio Airport System Plan eligible for grant funding.

Enhance Ohio's connectivity to the global economy and workforce by investing in support programs to attract new international and domestic air service.

- Neighboring states such as Pennsylvania and Indiana have invested up to \$15 million in air service support programs to attract new air service to Paris and Frankfurt that supports workforce and economic development attraction efforts
- Create a \$15 million Air Service Development Fund to provide minimum revenue guarantees and marketing assistance to air carriers to support new international and domestic air service.

Invest in Ohio's students interested in careers in aviation by providing additional access to grants and loans.

- An opportunity exists for Ohio to become the aviation-training leader in the nation, which would lead to the creation and attraction of aviation-related businesses in Ohio.
- Develop a statewide revolving loan fund (\$15-20 million) to provide access to low-interest loans to support training for students entering aviation related careers at Ohio universities and community colleges.
- Develop a \$15 million grant fund for aviation training programs at universities, community colleges, and high schools to improve their infrastructure and facilities to accommodate the future growth of aviation training

Summary for Payment of Bills

Vendor	Amount	Inv#	Description	Service Dates
Superior Petroleum Equipment	\$576.30	18850	repaired fuel master keypad	4/9/2018
CMT	\$1,815.55	117927	construct taxiway d design	2/24-3/30/18
CMT	\$6,225.34	117920	rehab taxiway B lighting - design & bid	2/24-3/30/18
Cardiac Science	\$1,150.00	7318857	Defibrillation AED	5/1/2018
Sundowner Aviation	\$1,371.00	n/a	10% for hangars rented in April	4/1-4/30/2018
		n/a		
Total Invoices for 05.14.18 Board Meeting	\$11,138.19			