

**Special Meeting to discuss the Strategic Planning for the Master Plan**

Dr. Burns called the special meeting to order at 5:03 p.m. The meeting was held with the following Board Members present: Glenn Burns, Jon Kochis, Rick Szabrak, Scott Richardson, Bill McNeer, Bill Fagan, and Michael Kaper. Also present were Staci Knisley, Patrick Rooney, and Haylee Koester, Nick Brown (via telephone), and Al Moyer.

Mr. Kochis reported that there has been a survey related to the Airport created by Crawford Murphy Tilly (CMT). Ms. Knisley emailed it to all tenants that have registered their email address. The survey is open until June 30<sup>th</sup>.

Mr. Kochis sent the survey to Kirkbride. Mr. Szabrak will send it to Performance and Outerbelt Brewery. These are businesses that are near the Airport. There are a few other surrounding businesses they will send the survey to.

Mr. Kochis reported that Ms. Knisley submitted the fuel sales data from 2013 and forward to CMT. She also sent the Aircraft Based Registry list of aircrafts to CMT.

Ms. Koester with CMT reported that Airport management submitted their data that CMT requested.

Mr. Kochis reported that he and CMT consultants had a site visit. They went through most of the facilities here at the Airport. They viewed inside and outside of the facilities.

Ms. Koester reported that they got a lot of information from the site visit.

Mr. Brown with CMT stated they got a good start on the data.

Ms. Koester reported that the site visit will help with the inventory part of the master plan. For the forecast portion, the Airport Management data will help us with the number of operations. They will compare those numbers to the social economic data that they have pulled.

Mr. Brown reported that they are still in the data gathering and building data phase. They received good information at the site visit and data from Airport management. They are working on the estimate of operations that they have today, the past, and the number of operations for the next 10 years. They are using the Traffic Flow Management System Counts (TMFSC) that is maintained by the FAA. It does only capture a portion of operations of local airports. They are building the data. Once they have all the data, that will allow us to compare it to other data points lie, how population is tracked over the last 10 years and migration patterns. That will allow us to find the growth of the Airport in the next 10 years. They are on track to have some preliminary numbers at July's board meeting.

Mr. Kochis asked where we are falling in the schedule for proposals and project ideas.

Mr. Brown stated that it should fall in the original timeline of August. They will probably come up with some general schemes to see what is next. The board members will participate in the process and come up with priorities.

Mr. Kochis stated that then it puts us to September for the public input for the projects selected. Then the finalizing should be around November or December.

Mr. Brown stated that they intend on getting recommendations by then.

Dr. Burns stated that the Board is in Recess at 5:17 p.m.

### **Regular Meeting to order**

Dr. Burns called the Regular Meeting to order at 6:00 p.m. with the Pledge of Allegiance. The meeting was held with the following Board Members present: Glenn Burns, Michael Kaper, Jon Kochis, Scott Richardson, Bill McNeer, Bill Fagan, and Rick Szabrak. Also present were Staci Knisley, Patrick Rooney, Al Moyer, and Kip Kelsey.

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

There was no public comment.

### **Approval of the Minutes for the May 10, 2021 Meeting**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the minutes from the May 10, 2021 meeting.

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

### **Historical Aircraft Squadron (HAS) update**

#### **a. Weed Control Proposal**

Mr. Kelsey reported that in 2020 HAS sprayed the weeds for weed control. HAS also put the first application on in 2021. There have been no past fees submitted from HAS. HAS now has a proposal to do the weed application for \$2,500. They have a 30-gallon tank for the application. They go through about 15 tanks per application. It takes about an hour for one tank. If you add up

all the time it is about 36-man hours for the application. It is about \$70 an hour per person. Their proposal is being bid as a project. They wear hazmat suits, and the weather is extremely hot, and it is a miserable job. The \$2,500 does not cover materials.

Mr. Moyer reported that they purchase the herbicide materials from Tractor Supply.

Mr. Kochis asked HAS to purchase the material and include it in their proposal.

Mr. Kochis reported that he was involved with the Hunters Run Conservancy District's project on the Rockmill Dam and its costs were about \$2,600. This is a good price comparison.

Mr. Kochis added that Soil & Water does a separate part of the weed spraying at the Airport. The areas that they spray involve the water areas. They are the only ones licensed to do the application. It's about \$1,800 annually. We also have the weed control agreement with Doug Majors.

Mr. Kelsey reported that they start out with Round-Up and then use another over the counter product that kills the crab grass and all the weeds. They still have some areas they need to clean up after the first application. The \$2,500 includes the spring applications only. The fall application if needed would be a separate proposal.

**Approval for HAS to finish the Spring weed control applications for \$2,500 plus material costs with a not to exceed of \$300.**

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve HAS to finish the Spring weed control applications for \$2,500 plus material costs with a not to exceed of \$300.

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

**b. HAS update**

Mr. Moyer reported that Steve Slater donated some grass seed. They will spread it around the bare spots at the Airport. The zero-turn mower needs to be repaired. The rear wheel came off without the nuts. The nuts are still on the plate.

Mr. Kochis reported that he will bring a trailer over tomorrow to tow it to Ag Pro.

Mr. Moyer requested Ag Pro to place the rear new tires also.

Mr. Kochis stated that if there is a need for new tires, get that replaced also.

Mr. Moyer reported that he will get an estimate from Ag Pro before authorizing the repair.

**Approval of not to exceed \$2,000 for the repairs to the zero-turn mower with Ag-Pro**

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to of not to exceed \$2,000 for the repairs to the zero-turn mower with Ag-Pro.

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

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

**a. Update**

Mr. Rooney reported that the fuel truck is here. They are still waiting on the filter to be replaced.

Mr. Rooney reported that he had a request for an additional porta john near the F&G hangar rows. The estimated costs would be about an additional \$100 per month.

Ms. Knisley will increase the purchase order to Porta Kleen to reflect 2 Porta Johns's at the Airport.

**b. Monthly Report**

Mr. Rooney presented the Airport Management Monthly Report. (See attached to minutes)

**c. Business View Magazine**

Mr. Rooney asked the Board to review the information.

**d. Hangar Waiting List discussion**

Mr. McNeer asked if the Board wanted to pursue charging a deposit to be on the waiting list.

Mr. Kochis stated that the Board has lots of things to consider before charging a deposit for the waiting list. A policy change might be needed, and we will need to work out the logistics first.

Mr. Rooney stated that Airport Management would keep a list of who made the deposits.

Dr. Burns stated that having a deposit would alleviate those on the waiting list who do not have an aircraft.

Mr. Szabrak recommended that the list be kept digitally and annually or semi-annually the list be reviewed and refunded if not still interested.

Ms. Knisley recommended that the policy be approved and posted on our webpage. She also recommended that she create an object code within the Airport Operations fund specifically for the hangar waiting list.

Mr. Kochis will work on a policy and form with the help of Mr. Szabrak and Ms. Knisley.

### **Standing Committee Updates:**

#### **Airport Improvement – Jon Kochis**

##### **a. Engineer’s Summary Report –Crawford Murphy Tilly, Inc. (CMT)**

Mr. Kochis reviewed the CMT report. (See attached to minutes)

Mr. Kochis reported that the Snow Removal Equipment (SRE) building project is now joined with Fairfield County SWAT. CMT will be retained for the SWAT portion. We hope to go out to bid in July. The construction process for these type of buildings goes quick.

##### **b. South Access Road/Culvert Repair - Roes Bros. Paving update**

Mr. Kochis reported that the project start date has been delayed but will be completed in 2021.

##### **c. Storm Water System Rehab**

Mr. Kochis reported that he has been working with Soil & Water. He recommends that that the Airport Board to propose to the Board of Commissioners the capital improvement project to create a parallel 8-inch drainage tile to the pipelines that will collect water from the wet area all the way to the creek. It will connect any of the existing lines and will run it into the creek. The pipeline is decommissioning one of the pipelines. They will allow us to dig in that area. We will bring on an engineering firm to design it. We can request up to \$50,000 with the Board of Commissioners. He will have an estimate hopefully by the July meeting.

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

Nothing new to report.

### **Community Relations – Michael Kaper & Rick Szabrak**

**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Road, NW, Carroll, Ohio 43112**  
**Minutes for June 14, 2021**

Mr. Kaper reported that we received 2 spam emails relating to copyright on our website. He did research and this has been popular all over the nation. He also sent the emails to the prosecutor.

Mr. Szabrak reported that he received inquiries on facebook related to the Young Eagles program.

Mr. Kochis asked if anyone at Airport management received a request for a flyover for the opening of the Fairfield County Fair opening. It has been brought up to him but was not sure if management or HAS has been approached. He will follow-up with the request.

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

Nothing new to report.

**FBO Liaison – Scott Richardson**

Nothing new to report.

**Finance - Glenn Burns**

**a. Financial Reports**

The Board reviewed the following financial reports:

- 2021 Budget Projection
- 2021 Revenue
- Purchase Order list
- Smart Card Fuel accounts
- Utility cost report

**b. 2022 Tax Budget**

Ms. Knisley recommended the 2022 Tax Budget be approved as presented. The tax budget approval will be reviewed by the Fairfield County Budget Commission (Auditor, Prosecutor, & Treasurer). This is not the final budget. The final budget will be approved in November.

- **Approval of 2022 Tax Budget**

On motion of Michael Kaper and second of Bill Fagan, the Fairfield County Airport Authority Board voted to approve the 2022 Tax Budget (See attached to minutes)

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

c. **Approval to authorize the establishment of a new fund and Budget for the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA) from the Federal Aviation Administration (FAA) Fairfield County Airport (FR2021-06.14.j)**

On motion of Jon Kochis and second of Scott Richardson, the Fairfield County Airport Authority Board voted to approve to authorize the establishment of a new fund and Budget for the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA) from the Federal Aviation Administration (FAA) Fairfield County Airport (FR2021-06.14.j)

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

d. **Payment of Bills**

• **Approval for payment of bills totaling \$ 5,026.44**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the payment of bills totaling \$ 5,026.44 (See invoice summary attached to minutes)

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

• **Motion to approve retroactively May payment of invoices totaling \$39,617.68**

On motion of Michael Kaper and second of Jon Kochis, the Fairfield County Airport Authority Board motioned to approve retroactively May invoices totaling \$39,617.68 (See attached to minutes)

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

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

Nothing new to report.

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

a. **Rent Status Spreadsheet**

The board reviewed the spreadsheet and summary.

**b. P20 tenant – eviction process**

Mr. Kochis reported that we are waiting for prosecutor to take next actions on the eviction process.

Mr. Kochis recommended that Mr. Rooney contact Mr. Ahmed by email to see if he wants out of his lease agreement or to make payment.

**c. Draft – new hangar lease**

Mr. McNeer reviewed the draft changes to the hangar lease with the Board. His changes in red are from the Ohio Aviation Association (OAA). He asked the Board if they had any other changes.

Mr. Kochis will send the draft lease onto the Prosecutor's Office.

Mr. McNeer recommended that costs for outside storage still be considered in the new lease.

Mr. Kochis reported that the addendums are still not signed by the tenants in R1 & R3.

**d. Hangar J lease**

Mr. Kochis reported that he received a notification from Sundowner Aviation Maintenance that they are changing their name to Fairfield Aircraft Services effective July 1, 2021. He will follow-up with the Prosecutor's Office to see if we need to amend the current lease.

**Web – Bill McNeer & Rick Szabrak**

Mr. Szabrak reported that he will review the website. People are still making inquiries which means they can't find things on our website.

Mr. McNeer reported that the fact sheet for the Small Unmanned Aircraft Systems (UAS) Regulations (Part 107) has been removed from our website. It is no longer needed.

**Old Business**

**a. Fuel Truck repairs with Primeflight Aviation**

Mr. Kochis reported that the fuel truck is here. The filter has been received but they still need to install it. They broke a filter, and they still need to install the filter. They did not replace the wooden sill. He will review the final bill.

**b. Snow Removal Equipment (SRE) Facility**

Nothing new to report. (See discussion above)



**Fairfield County Airport Authority Board Meeting  
3430 Old Columbus Road, NW, Carroll, Ohio 43112  
Minutes for June 14, 2021**

- HAS equipment storage  
Nothing new to report.

**New Business**

- a. Mr. Kochis recommended that a 3-sided metal building for the fuel truck be purchased. He will have a proposal at the next meeting.

**Informational**

- a. Letter from Prosecutor  
Mr. Kochis reviewed the letter. The pending litigation with Endurance American Insurance/Gorsuch has been dismissed. There are now no outstanding litigations.

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

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

- a. Meeting with Board of Commissioners, Tuesday, July 27, 2021 @ 9:30 a.m. relating to Economic Development at the Airport (Rick, Jon, Bill F to attend)
- b. OAA Conference the week of August 23 – More info to come
- c. CMT Master agreement expires 9/9/2021 (option to extend 3 one-year extensions)
- d. FBO Agreement expires 12/31/2021
- e. Legal Services agreement with County Prosecutor expires 12/31/2021
- f. FAA lease for space expires 9/30/2022
- g. HAS mowing and snow removal contract expires on 9/30/2022
- h. Lease with Board of Commissioners to operate facilities expires on 11/16/2022
- i. Hangar J Lease agreement expires 12/31/22
- j. Insurance Coverage lock in rates expire 12/31/22
- k. Noxious Weed Control Agreement with Douglas Majors – expires 12/31/23

**Adjournment**

On motion of Bill McNeer and second of Bill Fagan, the Fairfield County Airport Authority Board voted to adjourn at 7:02 p.m.

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**Special Meeting is scheduled for Monday, July 12, 2021 to discuss strategic planning for the Master Plan**

**Next Regular Meeting is Monday, July 12, 2021 at 6:00 p.m. @ the Airport Terminal, 3430 Old Columbus Road, NW, Carroll, Ohio 43112**

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*Meeting minutes for the June 14, 2021 meeting were approved on July 12, 2021*

Fairfield County Airport Authority Board Meeting  
3430 Old Columbus Road, NW, Carroll, Ohio 43112  
Minutes for June 14, 2021

*Aye*

Glenn Burns

*Aye*

Bill Fagan

*Aye*

Rick Szabrak

*Aye*

Jon Kochis

*Aye*

Michael Kaper

*Aye*

William McNeer

*Aye*

Scott Richardson

*Staci A. Knisley*

Staci A. Knisley, Airport Clerk

## **PROPOSAL FOR AIRPORT WEED CONTROL/SPRAYING**

This proposal is for H.A.S. to do the spraying for weed control at Fairfield County Airport. This will include the spraying of runway, taxiways, hanger alleys, ramp areas and parking lot. Follow up application will be included within several weeks of initial application as needed.

Weed spraying consists of the following:

- We will use a 30 gal. tank pulled behind our Gator.
- Application time per tank is about 1 hour. Addition 30 minutes required to mix chemicals and clean and neutralize residue in tank when finished for day.
- Both last year and this year we use 15 tanks of fluid. An additional 1 to 2 tanks are needed for follow up treatment.
- Application is weather dependent.
- The weed herbicide is obtained at Tractor Supply using our discount. That cost will be covered by the Airport.
- Our fee for airport weed spraying and control is \$2500.
- Weed spraying will be done in the Spring. If the Airport wants to have an addition spraying in the Fall, an additional \$2500 fee will apply.

Monthly Board Report 2020												
ITEM	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
T HANGAR	7/1/72	7/2/72	7/2/72	7/2/72	6/9/72	7/2/72	7/2/72	7/2/72	7/2/72	7/2/72	7/2/72	7/2/72
OCCUPANCY		12	people on waiting list									
R HANGAR	6 of 6	6 of 6	6 Of 6	6Of6	6 of 6	6of6	6of6	6of6	6of6	6of6	6 of 6	7 of 6
OCCUPANCY		2	people on waiting list									
NEW LEASES	1	1	1	1	2	2	1	0	0	1	0	0
OVERNIGHT	0	0	0	0	0	0	0	0	0	0	0	0
FUEL SALES	2509	2612	2753.98	3544.5	4875.6	5760	6923	6618	5889	4708	4374	2655.18
100LL												
FUEL SALES	620	172.4	298	616.2	500	7152	1441	2362	4097	3000	1174	1601.4
JET A												
# OPERATIONS	2000	2100	2200	3000	4000	5000	6100	6000	5600	5000	1500	1800
HANGAR	0	0	0	0	0	0	0	0	0	0	3	0
ISSUES												
PUBLIC	0	0	0	0	0	0	0	0	0	0	0	0
COMMENTS												
FAA	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE
INCIDENTS												
<b>Monthly Board Report 2021</b>												
ITEM	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
T HANGAR	7/2/72	7/2/72	7/2/72	7/2/72	7/2/72							
OCCUPANCY	12	Waiting	22	Waiting	32	waiting	26	waiting				
R HANGAR	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6							
OCCUPANCY	4	Waiting		6	waiting	6	wait					
NEW LEASES	0	0	0	0	0							
OVERNIGHT	0	0	0	0	0							
FUEL SALES	2395.02	1739	5221	4566	4975.5							
100LL	\$ 10,131.84	\$7,179	\$22,684.40	24,225.65	26,432.2							
FUEL SALES	1265.9	177	273.5	611.5	1044.1							
JET A	\$ 4,064.10	687.69	\$882	1975.16	3372.43							
# OPERATIONS	1800	1000	2700	3060	3200							
HANGAR	0	1	elec	1	Motor	0	0					
ISSUES			transmission									
PUBLIC	0	0	0	0	0	0	0	0	0	0	0	0
COMMENTS												
FAA	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE
INCIDENTS												

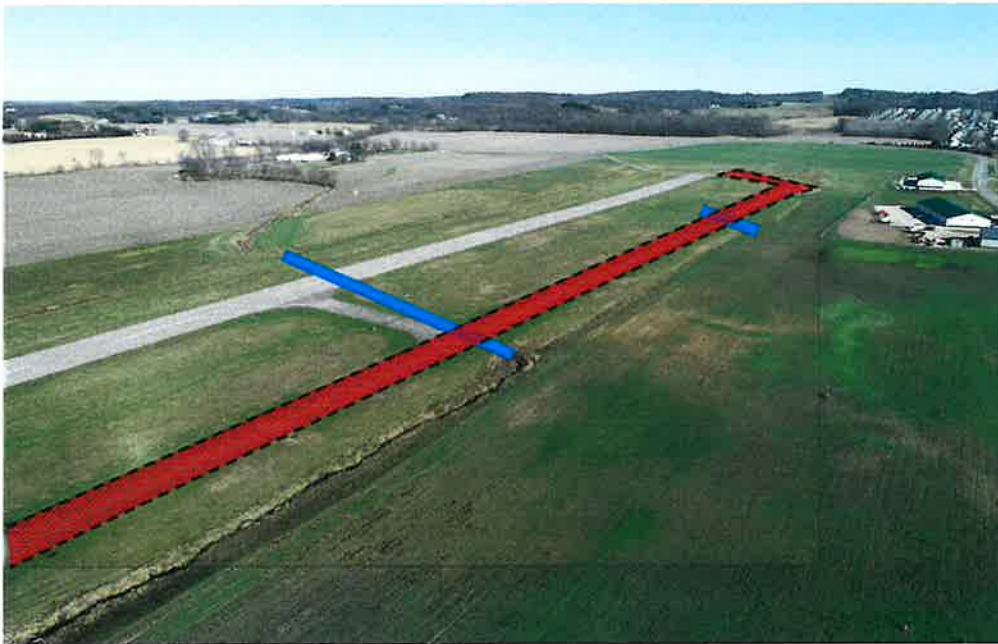
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Fairfield County Airport Authority  
Board Meeting, June 14, 2021

Engineer's Summary Report

1. FY 19 FAA AIP – Taxiway D Construction  
Grant Closeout Report finalized, submitted in February. Final ODOT matching grant reimbursement will follow closeout. Still awaiting FAA.
2. FY 21 FAA AIP Grant Application  
**Master Plan – Underway**



**Rehab Taxiway B and Improve Airfield Drainage – Design only included in FY21 grant application.**

3. SRE Storage Bldg – Bidding to be rebid in summer 2021.
4. OH FY 22 State grant application – Obstruction Removal.
  - a. Grant app submitted.
  - b. Awaiting Notices of Intent
5. Action Items:
  - a. none

**A resolution to authorize the approval of the 2022 Tax Budget**

**WHEREAS**, the Fairfield County Budget Commission reviews the tax budget yearly and holds a public hearing in August; and

**WHEREAS**, the proposed 2022 Tax Budget is \$481,500 for Revenue in Fund# 7800 and \$517,800 for Appropriations in Fund# 7800 with a projected carryover of 242,000 cash; and

**WHEREAS**, this is not a final budget for 2022, there will be more discussion and changes; 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.** Approve the 2022 Tax Budget for the Airport, Fund# 7800.

**Section 2.** See attached to Resolution.

Motion by: Michael Kaper

Seconded by: Bill Fagan

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

Nays: None

Abstentions: None

Absent: None

Resolution passed on June 14, 2021



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Staci A. Knisley, Clerk/Secretary

# FAIRFIELD COUNTY



## NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION 20228 2022 - AIRPORT OPERATIONS BUDGET

FOR PERIOD 99

ACCOUNTS FOR:	2020	2021	2021	2021	2021	2022	PCT
AIRPORT OPERATIONS	ACTUAL	ORIG. BUD	REVISED BUD	ACTUAL	PROJECTION	FAV BUDGET CHANG	
<b>80780000 AIRPORT OPERATIONS</b>							
80780000 433114 FUEL REIMB	.00	-3.00	-3.00	.00	-3.00	.00	.0%
80780000 434167 OVRNIGHTFEE	.00	-63.00	-63.00	.00	-63.00	.00	.0%
80780000 434600 JET FUEL	-273,803.49	-260,000.00	-260,000.00	-91,671.81	-260,000.00	-260,000.00	.0%
80780000 436200 RENTS	-136,778.03	-120,000.00	-120,000.00	-68,140.81	-120,000.00	-136,000.00	13.3%
80780000 436235 SPACERNT	.00	-500.00	-500.00	-500.00	-500.00	-500.00	.0%
80780000 438000 OTHER	-474.72	.00	.00	.00	.00	.00	.0%
TOTAL AIRPORT OPERATIONS	-411,056.24	-380,566.00	-380,566.00	-160,312.62	-380,566.00	-396,500.00	4.2%
<b>80780005 AIRPORT 05 T/B HANGAR RENT</b>							
80780005 436220 T-HNG RNT	-27,542.50	-20,000.00	-20,000.00	-11,925.50	-20,000.00	-27,000.00	35.0%
80780005 436225 RNT-BOX HG	-31,958.00	-36,000.00	-36,000.00	-14,849.00	-36,000.00	-32,000.00	-11.1%
TOTAL AIRPORT 05 T/B HANGAR	-59,500.50	-56,000.00	-56,000.00	-26,774.50	-56,000.00	-59,000.00	5.4%
<b>80780008 AIRPORT 08 T HANGAR RENT</b>							
80780008 436220 T-HNG RNT	-26,813.00	-32,000.00	-32,000.00	-12,868.00	-32,000.00	-26,000.00	-18.8%
TOTAL AIRPORT 08 T HANGAR RE	-26,813.00	-32,000.00	-32,000.00	-12,868.00	-32,000.00	-26,000.00	-18.8%
TOTAL AIRPORT OPERATIONS	-497,369.74	-468,566.00	-468,566.00	-199,955.12	-468,566.00	-481,500.00	2.8%
GRAND TOTAL	-497,369.74	-468,566.00	-468,566.00	-199,955.12	-468,566.00	-481,500.00	2.8%

\*\* END OF REPORT - Generated by Staci Knisley \*\*

# FAIRFIELD COUNTY



## NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2022 2022 AIRPORT OPERATIONS BUDGET

FOR PERIOD: 99

ACCOUNTS FOR: AIRPORT OPERATIONS	2020		2021		2021		2021		2022		PCT
	ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	ACTUAL	PRODUCTION	TAX BUDGET	CHNGE			
<b>80780000 AIRPORT OPERATIONS</b>											
80780000 530000 CNTRCT SVC	139,587.18	157,500.00	165,500.00	153,162.00	176,398.27	175,000.00	11.1%				
80780000 541001 ELE/UTILIT	4,386.98	15,000.00	14,100.00	14,100.00	15,000.00	25,000.00	66.7%				
80780000 543000 REPAIR	91,211.51	10,000.00	62,900.00	60,275.06	24,150.92	25,000.00	150.0%				
80780000 553000 COMM	1,717.59	2,100.00	2,100.00	2,100.00	2,482.41	2,100.00	.0%				
80780000 554000 ADVERTISE	729.52	2,000.00	2,000.00	1,800.00	3,070.48	2,000.00	.0%				
80780000 558000 TRAVEL	63.45	200.00	200.00	150.00	200.00	200.00	.0%				
80780000 560000 MATERIALS	8,080.63	15,000.00	15,000.00	12,391.62	21,398.88	15,000.00	.0%				
80780000 561000 GNRL OFFC	.00	500.00	500.00	100.00	800.00	500.00	.0%				
80780000 562600 FUEL	235,472.93	250,000.00	250,000.00	250,000.00	264,527.07	250,000.00	.0%				
80780000 570000 CAP OUT	.00	10,000.00	10,000.00	.00	10,000.00	10,000.00	.0%				
80780000 574000 SOFT	19,393.18	1,000.00	1,000.00	.00	16,086.00	10,000.00	900.0%				
80780000 590310 REFUNDS	2,668.00	3,000.00	3,000.00	.00	3,000.00	3,000.00	.0%				
TOTAL AIRPORT OPERATIONS	503,310.97	466,300.00	526,300.00	494,078.68	537,114.03	517,800.00	11.0%				
TOTAL AIRPORT OPERATIONS	503,310.97	466,300.00	526,300.00	494,078.68	537,114.03	517,800.00	11.0%				
GRAND TOTAL	503,310.97	466,300.00	526,300.00	494,078.68	537,114.03	517,800.00	11.0%				

\*\* END OF REPORT - Generated by Staci Knisley \*\*



**FR2021-06.14.j**

**A resolution to authorize the establishment of a new fund and Budget for the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA) from the Federal Aviation Administration (FAA) Fairfield County Airport**

**WHEREAS**, the Fairfield County Airport Authority and the County Commission has accepted the CRRSA grant award from the FAA; and

**WHEREAS**, the grant award is up to \$13,000 of federal funds; and

**WHEREAS**, expenditures of the fund are expected to be for Utilities and other Operational expenses; and

**WHEREAS**, ORC 5705.09 (F) provides for creation of a special revenue fund; and

**WHEREAS**, the Board of Commissioners approved the new fund per Resolution 2021-06.08.c

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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 a special revenue fund called FAA CRRSA Act be established with the following accounts:

Fund# 7803

433100	Federal Government Grants _____	charge code
530000	Contractual Services	
541001	Electric/Utilities	
543000	Repairs	
560000	Materials & Supplies	

**Section 2.** Appropriate from unappropriated funds as follows in major expenditure object categories:

Org# 80780300      Contractual Services \$13,000

**Section 3.** Approve an advance from the Airport Operations Fund# 7800 to Fund# 7803 as follows:

7800	090000	Advance Out Airport Operations	\$13,000
7803	223001	Advance In	\$13,000

**FR2021-06.14.j**

**A resolution to authorize the establishment of a new fund and Budget for the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA) from the Federal Aviation Administration (FAA) Fairfield County Airport**

**Section 4.** The advance will be repaid to the Fund# 7800 by the December 31, 2021.

Motion by: Jon Kochis

Seconded by: Scott Richardson

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

Nays: None

Abstentions: None

Absent: None

Resolution passed on June 14, 2021



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Staci A. Knisley, Clerk/Secretary

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

**Section 2:** Update the expenditure object lines for appropriations as follows:

80780300	543000	contract repairs	\$13,000
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**Section 4.** Issue an Amended Certificate, on behalf of the Budget Commission, in the amount \$13,000 to the credit of the Fund# 7803.

**Section 5.** Request that the Fairfield County Auditor update the following receipt lines:

\$13,000	80780300	433100	federal government grants
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## Summary for Payment of Bills

Vendor	Amount	Inv#	Description	Service Dates
Sundowner Aviation	\$636.89	n/a	May fuel fees	5/1-5/31/21
Sundowner Aviation	\$1,524.40	n/a	May rent fees	5/1-5/31/21
Crawford Murphy Tilly	\$2,315.15	0214936	planning and engineering services for the Master Plan and ALP	4/3-4/30/21
Precision Overhead Door	\$550.00	23371	Hangar 06 repairs	6/2/2021
Total Invoices for 06.14.21				
Board Meeting	\$5,026.44			

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2021 05

JOURNAL DETAIL 2021 5 TO 2021 5

ACCOUNTS FOR: ORIGINAL REVISED YTD EXPENDED MTD EXPENDED ENCUMBRANCES AVAILABLE PCT  
 7800 AIRPORT OPERATIONS APPROP BUDGET BUDGET BUDGET BUDGET BUDGET USED

### 80780000 AIRPORT OPERATIONS

ACCOUNT	DATE	DESCRIPTION	ORIGINAL	REVISED	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT USED
80780000	530000	CONTRACTUAL SERVIC	157,500	168,924	61,197.30	5,774.37	95,388.69	12,338.00	92.7%
2021/05/000212	05/10/2021	API	24.20	VND 012572 PO 21000810 LEWELLENS SERVICES I	4/23/21	drinking water service	5330341		
2021/05/000212	05/10/2021	API	2,275.00	VND 010926 PO 21002498 KIRKRIEDE LAND&SNOW	4/29/21	clean out drain and ins	5330335		
2021/05/000543	05/17/2021	API	85.00	VND 001281 PO 21000616 PORTA KLEEN	4/30-5/27	rental for portable t	5330666		
2021/05/000543	05/17/2021	API	574.39	VND 005790 PO 21000720 OHIO DEPT OF TAXATIO	4/1-4/30/21	Sales tax for fuel	5330725		
2021/05/000544	05/17/2021	API	318.06	VND 003668 PO 21000680 LOCAL WASTE SERVICE	3430	OLD COLUMBUS RD - 5/1-5/3	5330704		
2021/05/000544	05/17/2021	API	2,457.52	VND 007099 PO 21000924 SUNDOWNER AVIATION I	4/1-4/30	10% of hanger rent &	5330736		
2021/05/000904	05/24/2021	API	40.20	VND 012572 PO 21000810 LEWELLENS SERVICES I	5/1/21	drinking water services	5331328		
80780000	541001	ELECTRIC/UTILITES	15,000	14,100	1,797.45	333.96	12,302.55	.00	100.0%
2021/05/000543	05/17/2021	API	101.10	VND 023650 PO 21000842 FAIRFIELD CO UTILITI	3430	OLD COLUMBUS RD 3/31-4/30	5330840		
2021/05/000543	05/17/2021	API	101.10	VND 023650 PO 21000842 FAIRFIELD CO UTILITI	3383	OLD COLUMBUS RD - 3/31-4/	5330841		
2021/05/000904	05/24/2021	API	74.51	VND 003823 PO 21000687 NORTHEAST OHIO NATUR	3430	OLD COLUMBUS RD - 4/7-5/6	5331265		
2021/05/000904	05/24/2021	API	57.25	VND 003823 PO 21000687 NORTHEAST OHIO NATUR	3383	OLD COLUMBUS - 4/7-5/6	5331265		
80780000	543000	REPAIR AND MAINTEN	10,000	64,103	4,620.12	44.23	56,858.29	2,624.94	95.9%
2021/05/000544	05/17/2021	API	44.23	VND 008908 PO 21003434 MID STATE TIRE CO IN	D-MOUNT & MOUNT TIRE	Airport r	5330746		
80780000	553000	COMMUNICATIONS/TEL	2,100	2,100	1,235.95	176.45	864.05	.00	100.0%
2021/05/000007	05/03/2021	API	176.45	VND 074480 PO 21000863 A T & T INC	3/20-4/19	Monthly phone servic	5329999		
80780000	554000	ADVERTISING	2,000	2,000	281.48	.00	1,518.52	200.00	90.0%
80780000	558000	TRAVEL REIMBURSEME	200	200	.00	.00	150.00	50.00	75.0%
80780000	560000	MATERIALS & SUPPLI	15,000	15,059	3,833.66	696.41	8,617.06	2,608.38	82.7%
2021/05/000007	05/03/2021	API	696.41	VND 001511 PO 21000632 R D HOLDER OIL INC	4/19/21	Fuel for airport mower	5329919		
80780000	561000	GENERAL OFFICE SUP	500	500	.00	.00	100.00	400.00	20.0%
80780000	562600	FUEL (GASOLINE/DIE	250,000	250,000	99,506.95	32,592.26	150,493.05	.00	100.0%
2021/05/000904	05/24/2021	API	32,592.26	VND 005545 PO 21000717 PURVIS BROTHERS INC	5/7/21	Fuel purchases for airrp	5331271		

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2021 05

JOURNAL DETAIL 2021 5 TO 2021 5

ACCOUNTS FOR: 7800 AIRPORT OPERATIONS	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
80780000 570000 CAPITAL OUTLAY	10,000	10,000	.00	.00	.00	10,000.00	.0%
80780000 574000 EQUIPMENT, SOFTWARE	1,000	16,086	15,086.00	.00	.00	1,000.00	93.8%
80780000 590310 REFUNDS OF HANGAR	3,000	3,000	.00	.00	.00	3,000.00	.0%
TOTAL AIRPORT OPERATIONS	466,300	546,072	187,558.91	39,617.68	326,292.21	32,221.32	94.1%
TOTAL AIRPORT OPERATIONS	466,300	546,072	187,558.91	39,617.68	326,292.21	32,221.32	94.1%
TOTAL EXPENSES	466,300	546,072	187,558.91	39,617.68	326,292.21	32,221.32	