

**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, Bill McNeer, Bill Fagan, Jon Kochis, and Scott Richardson. (Rick Szabrak joined at 6:01 p.m.) Absent was: Michael Kaper. Also present were Staci Knisley, Pat Rooney, and Al Moyer.

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

There was no public comment.

**Approval of the Minutes for the September 13, 2021 Meeting**

On motion of Jon Kochis and second of Scott Richardson, the Fairfield County Airport Authority Board voted to approve the minutes from the September 13, 2021 meeting.

Voting aye thereon: Kochis, Richardson, Burns, and Fagan

Abstained was Bill McNeer.

Absent were: Rick Szabrak and Michael Kaper

Motion passed.

(Rick Szabrak joined the meeting at 6:01 p.m.)

**Historical Aircraft Squadron (HAS) update**

Mr. Moyer reported that the John Deere tractor is working well. All code errors are cleared. They estimate they will be cutting grass into December. HAS is having a carry in Christmas party on December 11. They invite the Airport Board and the Board of Commissioners to attend.

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

a. Monthly Report

Mr. Rooney stated that Sundowner Aviation would like to continue their agreement as the FBO with the option to renew for a year. He is considering selling his business but is trying to get a manager to step up. He is transferring his aircrafts to a lease company. He would love to stay on for another year but be gone after that. If the next FBO could get 15% of the rent versus the 10% of the rent, someone could make a living out of being an FBO. He will bid on the FBO management if the Board decides to publicly rebid.

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Minutes for October 11, 2021**

Mr. Kochis asked how Mr. Rooney would train flight students if the terminal was not available.

Mr. Rooney stated that when they started their business, they trained students in the hangar. The goal is not to do that again. Some of the classrooms are already out in a hangar.

Mr. Kuhn reported that the fuel pumps are rusty. They are functional but the appearance does not look good.

Mr. Kochis stated that they can be refurbished. He will follow-up.

Mr. Moyer stated that HAS will take a look at it. They might be able to sandblast them.

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

**Standing Committee Updates:**

**Airport Improvement – Jon Kochis**

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

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

He suspects next month we will have a special board meeting to discuss the final plan. The FAA call went well. They were happy with the draft master plan.

The FY22 ODOT grant for obstruction costs is to cut down trees. The grant amount is up to \$500,000. We will have to contact landowners. Mr. Kaper will help out with this.

The 2022-2031 Airport Capital Improvement Plant (ACIP) does need signature for approval tonight but will need a motion to authorize a signature after CMT has finalized.

**Approval to authorize the approval and signature of Glenn Burns or Jon Kochis for the ACIP**

On motion of Jon Kochis and second of Rick Szabrak, the Fairfield County Airport Authority Board voted to authorize the approval and signature of Glenn Burns or Jon Kochis for the ACIP.

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

Absent was Michael Kaper.

Motion passed.

Mr. Kochis reported that the rehab of Taxiway Bravo to improve the drainage will be approved next year as apportionment and entitlement FAA dollars. The FAA were really impressed on what we have done locally.

**Approval to authorize the approval and signature of Glenn Burns or Jon Kochis for the FAA pre-application.**

On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority Board voted to approve to authorize the signature and approval of the FAA preapplication.

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

b. **South Access Road/Culvert Repair**

Mr. Kochis reported that the invoice was paid on October 4 after the project was completed.

Mr. Kuhn reported that it looks nice.

c. **Storm Water System Rehab/Culvert Repair**

Mr. Kochis reported that a program within the US Department of Agricultural allows us to put in a tile to correct the drainage. An approval of the 1026 form is necessary for the installation.

**Approval of the 1026 Form for the installation of Agricultural Drainage Tile**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the 1025 Form for the installation of Agricultural Drainage Tile. (See resolution attached to minutes)

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

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

Mr. Kochis reported that HAS coordinated the flyover for the Grand Opening of the Fairfield County Fair. HAS timed the flyover perfectly.

Ms. Knisley reported that the Board of Commissioners gave HAS a thank you card.

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

a. **Hangar Painting estimates**

Mr. Fagan received another estimate from A & T painting estimate this morning.

Mr. McNeer received an estimate from Integrity.

Mr. Kochis recommended that Mr. Fagan have each vendor clarify the specific work on each bid.

b. Future Asphalt/Paving Jobs

Mr. Kuhn stated that his brother has an asphalt business in Columbus, Ohio. He will let him know to submit a bid next time a paving project is bid out.

c. Airport Truck repair update

Mr. Kochis reported that Jimmy Shadd took care of the problem reported last month.

Mr. Kuhn reported that calibers are freezing up. The truck cannot be driven in 3<sup>rd</sup> gear.

Mr. Kochis will follow up.

**Fixed Base Operator (FBO) Liaison – Scott Richardson**

Mr. Richardson presented the one-year renewal.

**Approval to renew the Airport Manager and Fixed Base Operation Agreement**

On motion of Scott Richardson and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the renewal of the Airport Manager and Fixed Base Operations Agreement at the current terms and conditions. (See attached to minutes)

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

Absent was Micheal Kaper.

Motion passed.

**Finance - Glenn Burns**

a. Financial Reports

The Board reviewed the following financial reports:

- 2021 Budget YTD/2021 Budget Projection
- Purchase Order list

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- Smart Card Fuel accounts
- Utility cost report

There were no discussions or questions from the board.

b. Payment of Bills

- **Approval for payment of bills totaling \$ 39,935.34**

On motion of Bill Fagan and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the payment of bills totaling \$ 39,395.34 (See invoice summary attached to minutes)

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

- **Motion to approve retroactively September payment of invoices totaling \$72,163.67**

On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority Board motioned to approve retroactively September invoices totaling \$72,163.67 (See attached to minutes)

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

c. Financial Resolution

Ms. Knisley presented the financial resolution to increase appropriations to pay for fuel costs.

- **Approval to appropriate from unappropriated into the major expenditure object category for materials & supplies - \$80,000**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve to appropriate from unappropriated into the major expenditure object category for materials & supplies for \$80,000 (See financial resolution attached to minutes)

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

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

- a. **Security Plan**
- b. **Emergency Plan**

Mr. Kochis completed the draft plans. He will send the plans electronically for review. The Security plan will not be available to the public. The Emergency plan will be on the web once completed and approved.

**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 the tenant should be served papers this month. He will get an update from the Prosecutor's Office.

- c. **Hangar Rent for 2022**

Ms. Knisley presented the hangar rent sheet for 2022 with a 3% increase. No motion is necessary. The lease agreements have the language built in for the increase.

Mr. McNeer recommended that hangar rent be researched and compared to similar airports.

Mr. Szabrak stated he could use his intern to work on getting price comparisons.

Mr. McNeer will send a list of questions for the intern to ask.

Ms. Knisley reported that Sundowner Aviation submitted a new lease due to a tenant passing away.

Mr. Kuhn reported that the same aircraft is stored there and there is some type of relation to the former tenant.

Dr. Burns recommended that he would sign the lease.

Mr. Kochis recommended that the lease be signed. The aircraft remains in the hangar.

**Web – Bill McNeer & Rick Szabrak**

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Mr. Szabrak reported that he is working on getting more social media for the Airport. He is working on a job description for a receptionist at the Workforce Center. Social media could be added to the job description.

Mr. Szabrak asked how much flight training is in a classroom setting.

Mr. Kochis reported that the first certificate is for the grounds in a classroom setting.

Mr. Kuhn reported that Sundowner Aviation does not include the grounds training. Each Certified Flight Instructor (CFI) is responsible for their own grounds school.

**Old Business**

**a. Legal advice**

Ms. Knisley reported that Michael Kaper followed up with the Prosecutor's Office related to the option to renew for the FBO agreement.

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

Mr. Kochis reported that the bid opening for the project is on November 5<sup>th</sup>.

**c. HAS equipment storage**

Mr. Kochis reported that once the SRE is built, this discussion and plan will follow.

**d. Hangar waiting list policy**

Mr. Kochis recommended that the Board should be ready to create a policy once the storage building is ready. He will reach out to Ohio Aviation Association (OAA) for some examples.

Mr. McNeer reported that AOPA did a survey that 70 % of Airports across the county have a waiting list.

**e. Metal building for fuel truck**

Mr. Kochis reported that the building has been completed.

**New Business**

**• Portable Radio for Greenfield Township Fire Department**

Mr. Kochis reported the Greenfield Township Fire Department is in need for a portable radio to monitor aircraft traffic. This will help as they arrive on a scene at the Airport. He will proceed with purchasing the portable radio.

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- Thank you card from the Board of Commissioners received.

Ms. Knisley reported that the Board of Commissioners also sent HAS a thank you card for coordinating the flyover at the grand opening of the Fairfield County Fair.

**Informational**

None.

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

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

- FBO Agreement expires 12/31/2021 – renewed until 12/31/2022
- Legal Services agreement with County Prosecutor expires 12/31/2021  
*Ms. Knisley reported that they are willing to serve as our legal counsel.  
Mr. Kaper is following up with the Prosecutor's Office on the agreement.*
- FAA lease for space expires 9/30/2022
- HAS mowing and snow removal contract expires on 9/30/2022
- Lease with Board of Commissioners to operate facilities expires on 11/16/2022
- CMT Master agreement expires 9/9/2022 (option to extend 2 one-year extensions)
- Hangar J Lease agreement expires 12/31/22
- Insurance Coverage lock in rates expire 12/31/22
- Noxious Weed Control Agreement with Douglas Majors – expires 12/31/23

**Other**

None.

**Adjournment**


On motion of Bill McNeer and second of Bill Fagan, the Fairfield County Airport Authority Board voted to adjourn at 6:53 p.m.

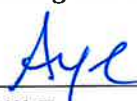
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**Next Regular Meeting is Monday, November 8, 2021 at 6:00 p.m. @ the Airport Terminal, 3430 Old Columbus Road, NW, Carroll, Ohio 43112**

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*Meeting minutes for the October 11, 2021, meeting were approved on November 8, 2021*

  
\_\_\_\_\_  
Glenn Burns

  
\_\_\_\_\_  
Bill Fagan

  
\_\_\_\_\_  
Rick Szabrak



**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Road, NW, Carroll, Ohio 43112**  
**Minutes for October 11, 2021**

Aye  
Jon Kochis

Aye  
Michael Kaper

Aye  
William McNear

Aye  
Scott Richardson

Staci A. Knisley  
Staci A. Knisley, Airport Clerk

## Monthly Board Report 2020

ITEM	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
T HANGAR	71/72	72/72	72/72	72/72	69/72	72/72	72/72	72/72	72/72	72/72	72/72	72/72
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	2759.98	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												

## Monthly Board Report 2021

ITEM	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
T HANGAR	72/72	72/72	72/72	72/72	72/72	72/72	72/72	72/72	72/72			
OCCUPANCY	12 Waiting		22 Waiting	32 waiting	26 waiting	26 waiting	26 waiting					
R HANGAR	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6			
OCCUPANCY	4 Waiting			6 waiting	6 wait	6	6	6	6 of 6			
NEW LEASES	0	0	0	0	0	0	0	0	1			
OVERNIGHT	0	0	0	0	0	0	0	0	0			
FUEL SALES	2395.02	1739	5221	4566	4975.5	5613.99	6511.22	4814.7	5691.95			
100LL	\$ 10,131.84	\$ 7,179.00	\$ 22,684.40	\$ 24,225.65	\$ 26,432.20	\$ 29,723.39	35064.93	26516.2	29767.03			
FUEL SALES	1265.9	177	273.5	611.5	1044.1	2181	907	1229.1	998			
JET A	\$ 4,064.10	\$ 687.69	\$ 882.00	\$ 1,975.16	\$ 3,372.43	\$ 7,044.63	4071.5	5223.67	4385.11			
# OPERATIONS	1800	1000	2700	3060	3200	3820	4540	3570	3106			
HANGAR	0	1 elec	1 Motor	0	0	0	0	0	0			
ISSUES			transmission									
PUBLIC	0	0	0	0	0	0	0	1	0			0
COMMENTS												
FAA	NONE	NONE	NONE	NONE	NONE	NONE	1	NONE	NONE			
INCIDENTS												

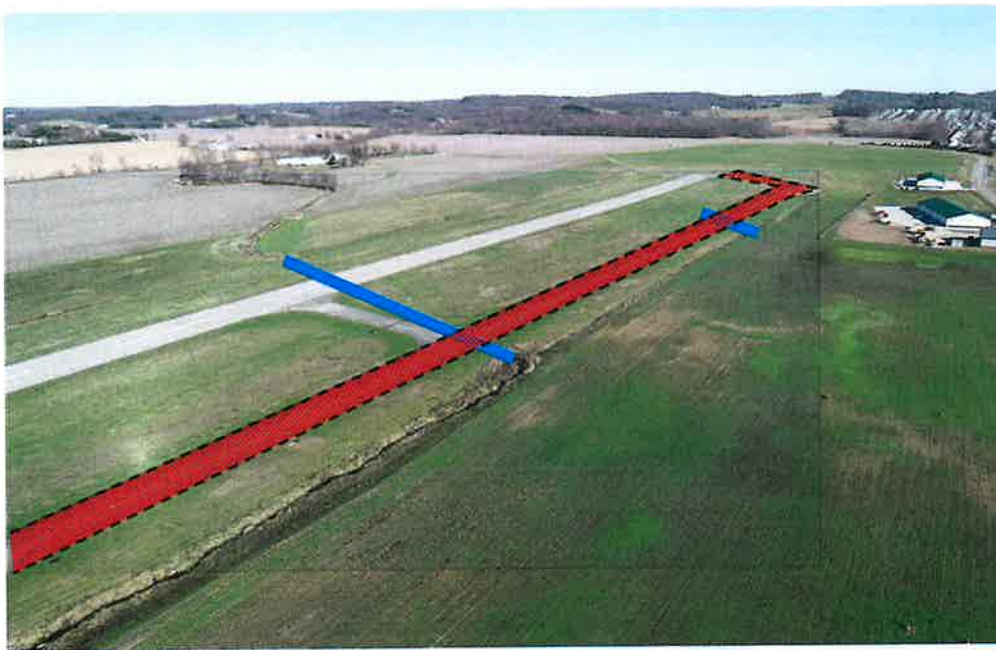
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Fairfield County Airport Authority  
Board Meeting, October 11, 2021

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, Inventory and Forecasts submitted to FAA for review. Alternatives being considered. Site visit Wednesday for RSA analysis.



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

3. SRE Storage Bldg – Rebidding begins on Thursday – Bids due Nov 5th
4. OH FY 22 State grant application – Obstruction Removal.
  - a. ODOT kick-off meeting held last week- Scope and fee for approval.
5. Action Items:
  - a. ~~ODOT Obx Removal Engineering Scope/fee for approval.~~
  - b. FY 22-31 ACIP update for approval –
  - c. FAA pre-application for approval

**10 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP) FY-2023 to FY-2032**

Airport Name: Fairfield County Airport				Date prepared: October 19, 2021				
Associated City: Lancaster, OH				Prepared By: Crawford, Murphy & Tilly, Inc.				
Sponsor: Fairfield County Airport Authority		NPLAS No. 39-0044		Telephone No.: 614-468-1200				
Airport ID: LHO		Congressional District: Ohio 15th District						
Item #	Description	Fiscal Year	Total Cost	Entitlement	Apportionment Discretionary	State Non-FAA	Local	Remarks/Item Justification
1	Obstruction Removal - West Approach	23	\$250,000	\$0	\$0	\$237,500	\$12,500	West Approach Clearing
2	Construct North Taxiway (690' x 35') and Apron (3,000 SY) - Design	L23	\$75,000	\$0	\$0	\$0	\$75,000	Local Funding to be reimbursed in FY23
3	Rehabilitate East T/H Taxiways	L23	\$40,000	\$0	\$0	\$0	\$40,000	Local Funding
4	Construct North Taxiway (680' x 35') and Apron (3,000 SY)	24	\$750,000	\$300,000	\$375,000	\$37,500	\$37,500	Design Reimbursement and Construction
5	Land Acquisition/Easement Reimbursement	24	\$250,000	\$0	\$225,000	\$12,500	\$12,500	West RPZ
6	Rollover NPE funds	25	\$0	\$0	\$0	\$0	\$0	
7	Relocate Taxiway A1, A2, Rehabilitate Taxiway A3 - Design	26	\$95,000	\$85,500	\$0	\$4,750	\$4,750	Connecting Taxiways - Remove direct apron access
8	Relocate Taxiway A1, A2, Rehabilitate Taxiway A3 - Construction	27	\$550,000	\$364,500	\$139,500	\$28,000	\$28,000	
9	Rollover NPE funds	28	\$0	\$0	\$0	\$0	\$0	
10	Construct Entrance Drive - Environmental and Design	29	\$100,000	\$90,000	\$0	\$5,000	\$5,000	
11	Construct Entrance Drive - Construction	30	\$2,000,000	\$211,500	\$1,588,500	\$100,000	\$100,000	
12	Partial Perimeter Wildlife Fencing - Phase 1	31	\$250,000	\$150,000	\$75,000	\$12,500	\$12,500	North Side Property Line
13	Partial Perimeter Wildlife Fencing - Phase 2	32	\$250,000	\$150,000	\$75,000	\$12,500	\$12,500	

## FY2022 FAA AIP Grant PreApplication

Airport Name: Fairfield County Airport	Date prepared: October 26, 2021
Associated City: Lancaster, OH	Prepared By: Crawford, Murphy & Tilly, Inc.
Sponsor: Fairfield County Airport Authority	Telephone No.: 614-468-1200
Airport Three Letter LHQ	
NPIAS No. 39-0044	
Congressional District: Ohio 15th District	

Item #	Description	Fiscal Year	Total Cost	Entitlement	Apportionment	State Non-FAA	Local	Remarks/Item Justification
1	Environmental Assessment - North Taxiway	22	\$175,000	\$0	\$157,500	\$8,750	\$8,750	
2	Rehabilitate Taxiway B1 - Construction	22	\$395,000	\$346,500	\$9,000	\$19,750	\$19,750	
3	Improve Airfield Drainage - Construction	22	\$1,400,000	\$28,800	\$1,231,200	\$70,000	\$70,000	
<b>TOTAL FY22</b>			<b>\$1,970,000</b>	<b>\$375,300</b>	<b>\$1,397,700</b>	<b>\$98,500</b>	<b>\$98,500</b>	

**A resolution to approve form 1026 before installation of agricultural drainage tile**

**WHEREAS,** The Fairfield County Airport Authority desires to comply with best management practices and has participated in the United States Department of Agriculture Natural Resources Conservation Service and the Fairfield Soil and Water Conservation District services and programs since July of 1970 and is therefore authorizing the completion of a Form 1026 as recommended before installation of agricultural drainage tile in the vicinity of third party pipelines in the southern field of the airport property.

**WHEREAS,** the Fairfield County Airport Authority desires to approve and gives Jon Kochis to sign Form 1026 to complete the engineering work for the drainage in the south field; 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.** The Airport Authority Board approves and gives Board Member Jon Kochis authorization to sign Form 1026 and give a copy to Staci Knisley for the record.

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Motion by: Jon Kochis

Seconded by: Bill McNeer

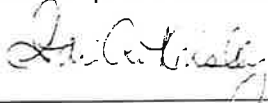
Ayes: Kochis, McNeer, Burns, Richardson, Fagan, and Szabrak

Nays: None

Abstentions: None

Absent: Michael Kaper

Resolution passed on October 11, 2021



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Staci A. Knisley, Clerk/Secretary

U.S. DEPARTMENT OF AGRICULTURE  
 FarmServiceAgency

**HIGHLY ERODIBLE LAND CONSERVATION (HEL) AND  
 WETLAND CONSERVATION (WC) CERTIFICATION**

Read attached AD-1026 Appendix before completing form.

**PART A – BASIC INFORMATION**

1. Name of Producer Fairfield County Board of Commissioners	2. Tax Identification Number (Last 4 digits)	3. Crop Year 2022
4. Names of affiliated persons with farming interests. Enter "None," if applicable. Majors Farms LLC		
Affiliated persons with farming interests must also file an AD-1026. See Item 7 in the Appendix for a definition of an affiliated person.		
5. Check one of these boxes if the statement applies; otherwise continue to Part B.		
<p>A. <input type="checkbox"/> The producer in Part A does not have interest in land devoted to agriculture. Examples include bee keepers who place their hives on another person's land, producers of crops grown in greenhouses, and producers of aquaculture AND these producers do not own/lease any agricultural land themselves. <b>Note:</b> Do not check this box if the producer shares in a crop.</p> <p>B. <input type="checkbox"/> The producer in Part A meets all three of the following:</p> <ul style="list-style-type: none"> <li>• does not participate in any USDA program that is subject to HELC and WC compliance except Federal Crop Insurance.</li> <li>• only has interest in land devoted to agriculture which is exclusively used for perennial crops, except sugarcane, and</li> <li>• has not converted a wetland after February 7, 2014.</li> </ul> <p>Perennial crops include, but are not limited to, tree fruit, tree nuts, grapes, olives, native pasture and perennial forage. A producer that produces alfalfa should contact the Natural Resources Conservation Service at the nearest USDA Service Center to determine whether such production qualifies as production of a perennial crop.</p> <p><b>Note:</b> If either box is checked, and the producer in Part A does not participate in Farm Service Agency (FSA) or Natural Resources Conservation Service (NRCS) programs, the full tax identification number of the producer must be provided, but establishment of detailed farm records with FSA is not required. Go to Part D and sign and date.</p>		

**PART B - HELC/WC COMPLIANCE QUESTIONS**

Indicate YES or NO to each question. If you are unsure of whether a HEL determination, wetland determination, or NRCS evaluation has been completed, contact your local USDA Service Center.	YES	NO
6. During the crop year entered in Part A or the term of a requested USDA loan, did or will the producer in Part A plant or produce an agricultural commodity (including sugarcane) on land for which an HEL determination has not been made?		✓
7. Has anyone performed (since December 23, 1985), or will anyone perform any activities to:		
A. Create new drainage systems, conduct land leveling, filling, dredging, land clearing, or excavation that has NOT been evaluated by NRCS? If "YES", indicate the year(s): _____	✓	
B. Improve or modify an existing drainage system that has NOT been evaluated by NRCS? If "YES", indicate the year(s): <u>2022</u>	✓	
C. Maintain an existing drainage system that has NOT been evaluated by NRCS? If "YES", indicate the year(s): _____ <b>Note:</b> Maintenance is the repair, rehabilitation, or replacement of the capacity of existing drainage systems to allow for the continued use of wetlands currently in agricultural production and the continued management of other areas as they were used before December 23, 1985. This allows a person to reconstruct or maintain the capacity of the original system or install a replacement system that is more durable or will realize lower maintenance or costs.		✓
<b>Note:</b> If "YES" is checked for Item 7A or 7B, then Part C must be completed to authorize NRCS to make an HELC/WC and/or certified wetland determination on the identified land. If "YES" is checked for Item 7C, NRCS does not have to conduct a certified wetland determination.		
8. Check one or both boxes, if applicable; otherwise, continue to Part C or D.		
A. <input type="checkbox"/> Check this box only if the producer in Part A has FCIC reinsured crop insurance and filing this form represents the <u>first time</u> the producer in Part A, including any affiliated person, has been subject to HELC and WC provisions.		
B. <input type="checkbox"/> Check this box if either of the following applies to the producer and crop year entered in Part A:		
<ul style="list-style-type: none"> <li>• Is a tenant on a farm that is/will not be in compliance with HELC and WC provisions because the landlord refuses to allow compliance, but all other farms not associated with that landlord are in compliance. (AD-1026B, Tenant Exemption Request, must be completed).</li> <li>• Is a landlord of a farm that is/will not be in compliance with HELC and WC provisions because of a violation by the tenant on that farm, but all other farms not associated with that tenant are in compliance. (AD-1026C, Landlord or Landowner Exemption Request, must be completed).</li> </ul>		

**PART C – ADDITIONAL INFORMATION**

9. If "YES" was checked in Item 6 or 7, provide the following information for the land to which the answer applies:

A. Farm and/or tract/field number: F4884 T3437; field #2  
 If unknown, contact the Farm Service Agency at the nearest USDA Service Center.

B. Activity: Install new tile and connect existing tile between existing third party pipelines.

C. Current land use (specify crops): hay

D. County: Fairfield


**PART D – CERTIFICATION OF COMPLIANCE**

I have received and read the AD-1026 Appendix and understand and agree to the terms and conditions therein on all land in which I (or the producer in Part A if different) and any affiliated person have or will have an interest. I understand that eligibility for certain USDA program benefits is contingent upon this certification of compliance with HELC and WC provisions and I am responsible for any non-compliance. I understand and agree that this certification of compliance is considered continuous and will remain in effect unless revoked or a violation is determined. I further understand and agree that:

- all applicable payments must be refunded if a determination of ineligibility is made for a violation of HELC or WC provisions.
- NRCS may verify whether a HELC violation or WC has occurred.
- a revised Form AD-1026 must be filed if there are any operation changes or activities that may affect compliance with the HELC and WC provisions. I understand that failure to revise Form AD-1026 for such changes may result in ineligibility for certain USDA program benefits or other consequences.
- affiliated persons are also subject to compliance with HELC and WC provisions and their failure to comply or file Form AD-1026 will result in loss of eligibility for applicable benefits to any individuals or entities with whom they are considered affiliated.

**Producer's Certification:**

I hereby certify that the information on this form is true and correct to the best of my knowledge.

10A. Producer's Signature (By) 	10B. Title/Relationship (If Signing in Representative Capacity) Fairfield Co. Airport Authority Board Member	10C. Date (MM-DD-YYYY) 11-1-21
FOR FSA USE ONLY (for referral to NRCS) Sign and date if NRCS determination is needed.	11A. Signature of FSA Representative	11B. Date (MM-DD-YYYY)

**IMPORTANT:** If you are unsure about the applicability of HELC and WC provisions to your land, contact your local USDA Service Center for details concerning the location of any highly erodible land or wetland and any restrictions applying to your land according to NRCS determinations before planting an agricultural commodity or performing any drainage or manipulation. Failure to certify and properly revise your compliance certification when applicable may: (1) affect your eligibility for USDA program benefits, including whether you qualify for reinstatement of benefits through the Good Faith process; and (2) result in other consequences.

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**APPENDIX TO FORM AD-1026  
HIGHLY ERODIBLE LAND CONSERVATION (HELIC) AND  
WETLAND CONSERVATION (WC) CERTIFICATION**

**1. Overview**

The following conditions of eligibility are required for a producer to receive any U.S. Department of Agriculture (USDA) loans or other program benefits that are subject to the highly erodible land conservation (HELIC) and wetland conservation (WC) provisions. Unless an exemption has been granted by USDA, the producer agrees to all of the following on all farms in which the producer, and any affiliated person to the producer (as specified in 7 CFR Part 12), has an interest:

- **NOT** to plant or produce an agricultural commodity on highly erodible land or fields unless being farmed in accordance with a conservation plan or system approved by the Natural Resources Conservation Service.
- **NOT** to plant or produce an agricultural commodity on a wetland that was converted after December 23, 1985.
- **NOT** to have converted a wetland after November 28, 1990, for the purpose, or to have the effect, of making the production of an agricultural commodity possible on such converted wetland.
- **NOT** to convert a wetland by draining, dredging, filling, leveling, removing woody vegetation, or any other activity that results in impairing or reducing the flow and circulation of water in a way that would allow the planting of an agricultural commodity.
- **NOT** to use proceeds from any Farm Service Agency farm loan, insured or guaranteed, or any USDA financial assistance program, in such a way that might result in negative impacts to a wetland, except for those projects evaluated and approved by Natural Resources Conservation Service.

**2. Statutory and Regulatory Authority**

The Food Security Act of 1985, as amended, requires producers participating in most programs administered by the Farm Service Agency (FSA), Natural Resources Conservation Service (NRCS), and the Risk Management Agency (RMA) to comply with HELIC and WC provisions on all land owned or farmed that is considered highly erodible or a wetland unless USDA determines an exemption applies. Producers participating in these programs, and any individual or entity considered to be an affiliated person of a participating producer, are subject to these provisions. The regulations covering these provisions are set forth at 7 CFR Part 12; all such provisions, whether or not explicitly stated herein, shall apply.

**3. Explanation of Terms**

Agricultural commodity is any crop planted and produced by annual tilling of the soil, including tilling by one-trip planters, or sugarcane.

Highly erodible land is any land that has an erodibility index of 8 or more.

Highly erodible fields are fields where either:

- 33.33 percent or more of the total field acreage is identified as soil map units that are highly erodible; or
- 50 or more acres in such field are identified as soil map units that are highly erodible.

Perennial crop is any crop that is planted once and produces crops over multiple years. Go to [www.nrcs.usda.gov/compliance](http://www.nrcs.usda.gov/compliance) for a list of perennial and annual crops.

Wetland is an area that:

- has a predominance of hydric soils (wet soils);
- is inundated or saturated by surface or groundwater (hydrology) at a frequency and duration sufficient to support a prevalence of hydrophytic (water tolerant) vegetation typically adapted for life in saturated soil conditions; and
- under normal circumstances supports a prevalence of such vegetation, except that this term does not include lands in Alaska identified as having a high potential for agricultural development and a predominance of permafrost soils.

#### 4. NRCS and FSA Determinations

When making HELC and WC compliance determinations:

- NRCS makes technical determinations; these include:
  - For HELC compliance:
    - whether land is considered highly erodible;
    - establishing conservation plans or systems; and
    - whether highly erodible fields are being farmed in accordance with a conservation plan or system approved by NRCS.
  - For WC compliance:
    - whether land is a wetland and if certain technical exemptions apply, such as prior converted;
    - whether a wetland conversion has occurred.
- FSA's responsibilities include:
  - making eligibility determinations, such as who is ineligible based upon NRCS technical determinations of non-compliance.
  - acting on requests for application of certain eligibility exemptions, such as the good faith relief exemption.
  - maintaining the official USDA records of highly erodible land and wetland determinations. The determinations are recorded both within the geographic information system and the automated farm and tract records maintained by FSA; however, it is important to know that determinations may not include all of a producer's land. If a producer is uncertain of the highly erodible land and wetland determinations applicable to any of the producer's land, the producer should contact the appropriate USDA Service Center for assistance.

#### 5. HELC and WC Non-Compliance - FSA and NRCS Programs

Producers who are not in compliance with HELC and WC provisions are not eligible to receive benefits for most programs administered by FSA and NRCS. If a producer received program benefits and is later found to be non-compliant, the producer may be required to refund all benefits received and/or may be assessed a penalty.

In particular, unless exemptions apply, a producer participating in FSA and NRCS programs must: not plant or produce an agricultural commodity on a highly erodible field unless such production is in compliance with a conservation plan or system approved by NRCS; not have planted or produced an agricultural commodity on a wetland converted after December 23, 1985; and, after November 28, 1990, must not have converted a wetland for the purpose, or to have the effect, of making the production of an agricultural commodity possible on such converted wetland.

A producer who violates HELC or WC provisions is ineligible for applicable FSA and NRCS benefits for the year(s) in violation. A planting violation, whether on highly erodible land or a converted wetland, results in ineligibility for benefits for the year(s) when the planting occurred. A wetland conversion violation results in ineligibility beginning with the year in which the conversion occurred and continuing for subsequent years, unless the converted wetland is restored or mitigated before January 1<sup>st</sup> of the subsequent year.

#### 6. HELC and WC Non-Compliance - Risk Management Agency - Crop Insurance Policies Reinsured by the Federal Crop Insurance Corporation

Producers obtaining federally reinsured crop insurance will not be eligible for any premium subsidy paid by the Federal Crop Insurance Corporation (FCIC) for any policy or plan of insurance if the producer:

- has not filed a completed Form AD-1026 with FSA certifying compliance with HELC and WC provisions; or
- is not in compliance with HELC and WC provisions.

Unless an exemption applies, a producer must:

- not plant or produce an agricultural commodity on a highly erodible field, unless such production is in compliance with a conservation plan approved by NRCS;
- not plant or produce an agricultural commodity on a wetland converted after February 7, 2014; and
- not have converted a wetland for the purpose, or to have the effect, of making the production of an agricultural commodity possible on such converted wetland after February 7, 2014.

A producer is ineligible for any premium subsidy paid by FCIC on all policies and plans of insurance for the reinsurance year (July 1 – June 30) following the reinsurance year of a final determination of a violation of HELC or WC provisions, including all administrative appeals, unless specific exemptions apply. Further, a producer will be ineligible for any premium subsidy paid by FCIC on all policies and plans of insurance for a reinsurance year if they do not have a completed Form AD-1026 on file with FSA certifying compliance on or before the June 1 prior to the beginning of the subsequent reinsurance year (July 1), unless otherwise exempted. RMA will contact FSA to determine compliance with HELC and WC provisions and the filing of Form AD-1026 prior to the beginning of a reinsurance year, which begins on July 1. If the producer is not in compliance and is not exempt, the producer will be ineligible for premium subsidy for all crops with a sales closing date between the following July 1 through the next June 30.

**7. Affiliated Persons**

Any affiliated person of a producer requesting benefits subject to HELC and WC provisions must also be in compliance with those provisions. Ineligibility of a producer will also apply to affiliated persons of that producer. If an affiliated person has a farming interest (as owner, operator, or other producer on any farm), the affiliated person must also file Form AD-1026 certifying compliance with HELC and WC provisions in order for the producer requesting benefits to be eligible.

**Use this table to determine affiliated persons who must be in compliance with HELC and WC provisions and file Form AD-1026. If you are unsure about an affiliated person determination, please contact FSA at your local USDA Service Center for assistance.**

<i>IF the producer requesting benefits is a (an) . . .</i>	<i>THEN affiliated persons with farming interests who must be in compliance with HELC and WC provisions and file Form AD-1026 are. . .</i>
individual	spouses or minor children with separate farming interests, or who receive benefits under their individual ID number.
<b>NOTE</b> For a minor, parents or guardians shall be listed as affiliated persons .	estates, trusts, partnerships, and joint ventures in which the individual filing, or the individual's spouse or minor children have an interest.
	corporations in which the individual filing or the individual's spouse or minor children have more than 20% interest.
general partnership limited partnership limited liability company joint venture estate irrevocable or revocable trust Indian tribal venture or group	first level members of the entity.
corporation with stockholders	first level shareholders with more than 20% interest in the corporation.  <b>Note:</b> First level shareholders of a corporation with 20% interest or less in the corporation are not considered affiliated persons of the corporation.

**IMPORTANT NOTICE:**  
Signature on Form AD-1026 gives representatives of USDA authorization to enter upon and inspect all farms in which the producer in Part A of Form AD-1026 has an interest for the purpose of confirming HELC and WC compliance.

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AD-1026  
(10-30-14)

U.S. DEPARTMENT OF AGRICULTURE  
FarmServiceAgency

**HIGHLY ERODIBLE LAND CONSERVATION (HEL) AND  
WETLAND CONSERVATION (WC) CERTIFICATION**

Read attached AD-1026 Appendix before completing form.

**PART A – BASIC INFORMATION**

1. Name of Producer Fairfield County Board of Commissioners	2. Tax Identification Number (Last 4 digits)	3. Crop Year 2022
4. Names of affiliated persons with farming interests. Enter "None," if applicable. Bachman Brothers LLC		
<p><i>Affiliated persons with farming interests must also file an AD-1026. See Item 7 in the Appendix for a definition of an affiliated person.</i></p> <p>5. Check one of these boxes if the statement applies; otherwise continue to Part B.</p> <p>A. <input type="checkbox"/> The producer in Part A does not have interest in land devoted to agriculture. Examples include bee keepers who place their hives on another person's land, producers of crops grown in greenhouses, and producers of aquaculture AND these producers do not own/lease any agricultural land themselves. <b>Note:</b> Do not check this box if the producer shares in a crop.</p> <p>B. <input type="checkbox"/> The producer in Part A meets all three of the following:  <ul style="list-style-type: none"> <li>• does not participate in any USDA program that is subject to HELC and WC compliance except Federal Crop Insurance.</li> <li>• only has interest in land devoted to agriculture which is exclusively used for perennial crops, except sugarcane, and</li> <li>• has not converted a wetland after February 7, 2014.</li> </ul> <p>Perennial crops include, but are not limited to, tree fruit, tree nuts, grapes, olives, native pasture and perennial forage. A producer that produces alfalfa should contact the Natural Resources Conservation Service at the nearest USDA Service Center to determine whether such production qualifies as production of a perennial crop.</p> <p><b>Note:</b> If either box is checked, and the producer in Part A does not participate in Farm Service Agency (FSA) or Natural Resources Conservation Service (NRCS) programs, the full tax identification number of the producer must be provided, but establishment of detailed farm records with FSA is not required. Go to Part D and sign and date.</p> </p>		

**PART B - HELC/WC COMPLIANCE QUESTIONS**

Indicate YES or NO to each question. <i>If you are unsure of whether a HEL determination, wetland determination, or NRCS evaluation has been completed, contact your local USDA Service Center.</i>	YES	NO
6. During the crop year entered in Part A or the term of a requested USDA loan, did or will the producer in Part A plant or produce an agricultural commodity (including sugarcane) on land for which an HEL determination has not been made?		✓
7. Has anyone performed (since December 23, 1985), or will anyone perform any activities to: A. Create new drainage systems, conduct land leveling, filling, dredging, land clearing, or excavation that has NOT been evaluated by NRCS? If "YES", indicate the year(s): _____	✓	
B. Improve or modify an existing drainage system that has NOT been evaluated by NRCS? If "YES", indicate the year(s): 2022	✓	
C. Maintain an existing drainage system that has NOT been evaluated by NRCS? If "YES", indicate the year(s): _____ <b>Note:</b> Maintenance is the repair, rehabilitation, or replacement of the capacity of existing drainage systems to allow for the continued use of wetlands currently in agricultural production and the continued management of other areas as they were used before December 23, 1985. This allows a person to reconstruct or maintain the capacity of the original system or install a replacement system that is more durable or will realize lower maintenance or costs.		✓
<b>Note:</b> If "YES" is checked for Item 7A or 7B, then Part C must be completed to authorize NRCS to make an HELC/WC and/or certified wetland determination on the identified land. If "YES" is checked for Item 7C, NRCS does not have to conduct a certified wetland determination.		
8. Check one or both boxes, if applicable; otherwise, continue to Part C or D.		
A. <input type="checkbox"/> Check this box only if the producer in Part A has FCIC reinsured crop insurance and filing this form represents the <u>first time</u> the producer in Part A, including any affiliated person, has been subject to HELC and WC provisions.		
B. <input type="checkbox"/> Check this box if either of the following applies to the producer and crop year entered in Part A: <ul style="list-style-type: none"> <li>• Is a tenant on a farm that is/will not be in compliance with HELC and WC provisions because the landlord refuses to allow compliance, but all other farms not associated with that landlord are in compliance. (AD-1026B, Tenant Exemption Request, must be completed).</li> <li>• Is a landlord of a farm that is/will not be in compliance with HELC and WC provisions because of a violation by the tenant on that farm, but all other farms not associated with that tenant are in compliance. (AD-1026C, Landlord or Landowner Exemption Request, must be completed).</li> </ul>		

**PART C – ADDITIONAL INFORMATION**

9. If "YES" was checked in Item 6 or 7, provide the following information for the land to which the answer applies:

A. Farm and/or tract/field number: F6845 T3438; field #2  
 If unknown, contact the Farm Service Agency at the nearest USDA Service Center.

B. Activity: Install new tile and connect existing tile between existing third party pipelines.

C. Current land use (specify crops): hay and idle

D. County: Fairfield


**PART D – CERTIFICATION OF COMPLIANCE**

I have received and read the AD-1026 Appendix and understand and agree to the terms and conditions therein on all land in which I (or the producer in Part A if different) and any affiliated person have or will have an interest. I understand that eligibility for certain USDA program benefits is contingent upon this certification of compliance with HELC and WC provisions and I am responsible for any non-compliance. I understand and agree that this certification of compliance is considered continuous and will remain in effect unless revoked or a violation is determined. I further understand and agree that:

- all applicable payments must be refunded if a determination of ineligibility is made for a violation of HELC or WC provisions.
- NRCS may verify whether a HELC violation or WC has occurred.
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**Producer's Certification:**

*I hereby certify that the information on this form is true and correct to the best of my knowledge.*

10A. Producer's Signature (By) 	10B. Title/Relationship (If Signing in Representative Capacity) Fairfield Co. Airport Authority Board Member	10C. Date (MM-DD-YYYY) 11-1-21
FOR FSA USE ONLY (for referral to NRCS) Sign and date if NRCS determination is needed.	11A. Signature of FSA Representative	11B. Date (MM-DD-YYYY)

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- has a predominance of hydric soils (wet soils);
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  - maintaining the official USDA records of highly erodible land and wetland determinations. The determinations are recorded both within the geographic information system and the automated farm and tract records maintained by FSA; however, it is important to know that determinations may not include all of a producer's land. If a producer is uncertain of the highly erodible land and wetland determinations applicable to any of the producer's land, the producer should contact the appropriate USDA Service Center for assistance.

#### 5. HELC and WC Non-Compliance - FSA and NRCS Programs

Producers who are not in compliance with HELC and WC provisions are not eligible to receive benefits for most programs administered by FSA and NRCS. If a producer received program benefits and is later found to be non-compliant, the producer may be required to refund all benefits received and/or may be assessed a penalty.

In particular, unless exemptions apply, a producer participating in FSA and NRCS programs must: not plant or produce an agricultural commodity on a highly erodible field unless such production is in compliance with a conservation plan or system approved by NRCS; not have planted or produced an agricultural commodity on a wetland converted after December 23, 1985; and, after November 28, 1990, must not have converted a wetland for the purpose, or to have the effect, of making the production of an agricultural commodity possible on such converted wetland.

A producer who violates HELC or WC provisions is ineligible for applicable FSA and NRCS benefits for the year(s) in violation. A planting violation, whether on highly erodible land or a converted wetland, results in ineligibility for benefits for the year(s) when the planting occurred. A wetland conversion violation results in ineligibility beginning with the year in which the conversion occurred and continuing for subsequent years, unless the converted wetland is restored or mitigated before January 1<sup>st</sup> of the subsequent year.

#### 6. HELC and WC Non-Compliance - Risk Management Agency - Crop Insurance Policies Reinsured by the Federal Crop Insurance Corporation

Producers obtaining federally reinsured crop insurance will not be eligible for any premium subsidy paid by the Federal Crop Insurance Corporation (FCIC) for any policy or plan of insurance if the producer:

- has not filed a completed Form AD-1026 with FSA certifying compliance with HELC and WC provisions; or
- is not in compliance with HELC and WC provisions.

Unless an exemption applies, a producer must:

- not plant or produce an agricultural commodity on a highly erodible field, unless such production is in compliance with a conservation plan approved by NRCS;
- not plant or produce an agricultural commodity on a wetland converted after February 7, 2014; and
- not have converted a wetland for the purpose, or to have the effect, of making the production of an agricultural commodity possible on such converted wetland after February 7, 2014.

A producer is ineligible for any premium subsidy paid by FCIC on all policies and plans of insurance for the reinsurance year (July 1 – June 30) following the reinsurance year of a final determination of a violation of HELC or WC provisions, including all administrative appeals, unless specific exemptions apply. Further, a producer will be ineligible for any premium subsidy paid by FCIC on all policies and plans of insurance for a reinsurance year if they do not have a completed Form AD-1026 on file with FSA certifying compliance on or before the June 1 prior to the beginning of the subsequent reinsurance year (July 1), unless otherwise exempted. RMA will contact FSA to determine compliance with HELC and WC provisions and the filing of Form AD-1026 prior to the beginning of a reinsurance year, which begins on July 1. If the producer is not in compliance and is not exempt, the producer will be ineligible for premium subsidy for all crops with a sales closing date between the following July 1 through the next June 30.

**7. Affiliated Persons**

Any affiliated person of a producer requesting benefits subject to HELC and WC provisions must also be in compliance with those provisions. Ineligibility of a producer will also apply to affiliated persons of that producer. If an affiliated person has a farming interest (as owner, operator, or other producer on any farm), the affiliated person must also file Form AD-1026 certifying compliance with HELC and WC provisions in order for the producer requesting benefits to be eligible.

**Use this table to determine affiliated persons who must be in compliance with HELC and WC provisions and file Form AD-1026. If you are unsure about an affiliated person determination, please contact FSA at your local USDA Service Center for assistance.**

<i><b>IF</b> the producer requesting benefits is a (an) . . .</i>	<i><b>THEN</b> affiliated persons with farming interests who must be in compliance with HELC and WC provisions and file Form AD-1026 are . . .</i>
individual	spouses or minor children with separate farming interests, or who receive benefits under their individual ID number.
<b>NOTE</b> For a minor, parents or guardians shall be listed as affiliated persons .	estates, trusts, partnerships, and joint ventures in which the individual filing, or the individual's spouse or minor children have an interest.
	corporations in which the individual filing or the individual's spouse or minor children have more than 20% interest.
general partnership limited partnership limited liability company joint venture estate irrevocable or revocable trust Indian tribal venture or group	first level members of the entity.
corporation with stockholders	first level shareholders with more than 20% interest in the corporation. <b>Note:</b> First level shareholders of a corporation with 20% interest or less in the corporation are not considered affiliated persons of the corporation.

**IMPORTANT NOTICE:**

Signature on Form AD-1026 gives representatives of USDA authorization to enter upon and inspect all farms in which the producer in Part A of Form AD-1026 has an interest for the purpose of confirming HELC and WC compliance.

**NOTE:** *The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a - as amended). The authority for requesting the information identified on this form is 7 CFR Part 12, the Food Security Act of 1985 (Pub. L. 99-198), and the Agricultural Act of 2014 (Pub. L. 113-79). The information will be used to certify compliance with HELC and WC provisions and to determine producer eligibility to participate in and receive benefits under programs administered by USDA agencies. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated) and USDA/FSA-14, Applicant/Borrower. Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of producer ineligibility to participate in and receive benefits under programs administered by USDA agencies.*

*This information collection is exempted from the Paperwork Reduction Act as specified in the Agricultural Act of 2014 (Pub. L. 113-79, Title II, Subtitle G, Funding and Administration). The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. RETURN THE COMPLETED FORM AD-1026 TO YOUR COUNTY FARM SERVICE AGENCY (FSA) OFFICE.*

*The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited basis will apply to all programs and/or employment activities.) Persons with disabilities, who wish to file a program complaint, write to the address below or if you require alternative means of communication for program information (e.g., Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an EEO or program complaint, please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish).*

*If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov) USDA is an equal opportunity provider and employer.*



**OPTION TO RENEW**


The Undersigned Parties entered into an Airport Manger and Fixed Base Operation Agreement effective January 1, 2021 ("the Agreement"). The Agreement provided that the term of said agreement would be from January 1, 2021, through December 31, 2021, with a mutual option to renew for one additional year. The Undersigned Parties now jointly agree to exercise the option to renew.

Therefore, the Parties hereto agree that the term of the Agreement shall run through December 31, 2022.


All other terms of the original Agreement not expressly modified herein shall remain unchanged and in full force throughout the duration of the Agreement.

In consideration whereof, the parties have affixed their signatures hereto with intent to be fully bound as of the dates indicated.

SUNDOWNER AVIATION, LLC:

  
Printed name: Patrick J. Rooney  
Title: Sole Member  
Date: 10-18-21

THE FAIRFIELD COUNTY AIRPORT  
AUTHORITY BOARD:

  
Printed name: Glenn R. Burns  
Title: President  
Date: 10-11-21

## Summary for Payment of Bills

Vendor	Amount	Inv#	Description	Service Dates
Sundowner Aviation	\$669.02	n/a	September fuel fees	9/1-9/30/21
Sundowner Aviation	\$1,671.73	n/a	September rent fees	9/1-9/30/21
Crawford Murphy Tilly	\$7,725.00	216956	design phase engineering services - Improve Airfield Drainage Project	7/31-8/27/21
Crawford Murphy Tilly	\$3,726.48	216955	design phase Rehabilitate Taxiway B project	7/31-8/27/21
Crawford Murphy Tilly	\$21,730.00	216940	planning and engineering services for the update of the Master Plan and ALP	7/31-8/27/21
Lancaster Fire Safety	\$1,029.50	118181	inspection and fire equipment supplies	9/27/2021
Pyatt's Petroleum Service	\$3,383.61	11556	service call to install filters and calibrate with County Weights and Measures	10/4/2021
Total Invoices for 10.11.2021 Board Meeting	\$39,935.34			

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

JOURNAL DETAIL 2021 9 TO 2021 9

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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### 80780000 AIRPORT OPERATIONS

80780000 530000	CONTRACTUAL SERVIC	157,500	168,024	116,415.95	14,548.09	45,470.04	6,138.00	96.3%
2021/09/000049	09/07/2021 API	163.00	VND 001281 PO 21000616	PORTA KLEEN		8/20-9/16rental for portable t		5337305
2021/09/000380	09/13/2021 API	64.40	VND 012572 PO 21000810	LEWELLEN SERVICES I		8/13/21 drinking water service		5337748
2021/09/000801	09/20/2021 API	318.06	VND 003668 PO 21000680	LOCAL WASTE SERVICE		Local waste services9/1-9/30/2		5338269
2021/09/000801	09/20/2021 API	1,500.00	VND 005552 PO 21005879	HISTORICAL AIRCRAFT		2nd/final weed herbicide appli		5338283
2021/09/000801	09/20/2021 API	670.00	VND 009826 PO 21000780	WERCHICK LLC		OCT 21- 2022web updates		5338308
2021/09/000801	09/20/2021 API	3,756.06	VND 007099 PO 21000924	SUNDOWNER AVIATION L		10% of hanger rent & fuel sale		5338294
2021/09/000801	09/20/2021 API	1,795.57	VND 005790 PO 21000720	OHIO DEPT OF TAXATIO		Sales tax for fuel sales 8/1-8		5338284
2021/09/001149	09/27/2021 API	2,000.00	VND 005552 PO 21000718	HISTORICAL AIRCRAFT		OCTOBER 2021 snow plowing and		5338698
2021/09/001149	09/27/2021 API	4,281.00	VND 007099 PO 21000747	SUNDOWNER AVIATION L		OCTOBER 21 airport manager		5338713
80780000 541001	ELECTRIC/UTILITIES	15,000	14,100	3,036.87	307.18	11,063.13	.00	100.0%
2021/09/000380	09/13/2021 API	101.10	VND 023650 PO 21000842	FAIRFIELD CO UTILITI		3383 OLD COLUMBUS RD -7/30-8/3		5337790
2021/09/000380	09/13/2021 API	101.10	VND 023650 PO 21000842	FAIRFIELD CO UTILITI		3430 OLD COLUMBUS RD -7/30-8/		5337791
2021/09/000801	09/20/2021 API	52.49	VND 003823 PO 21000687	NORTHEAST OHIO NATUR		3430 OLD COLUMBUS 8/5-9/8		5338271
2021/09/000801	09/20/2021 API	52.49	VND 003823 PO 21000687	NORTHEAST OHIO NATUR		3383 OLD COLUMBUS 8/5-9/8/21		5338271
80780000 543000	REPAIR AND MAINTEN	10,000	64,103	13,271.85	7,790.00	46,821.56	4,009.94	93.7%
2021/09/001146	09/27/2021 API	7,790.00	VND 015835 PO 21005485	KESSLER HEATING & CO		AIRCRAFT - REPLACEMENT OF 2 HVA		5338774
80780000 553000	COMMUNICATIONS/TEL	2,100	3,000	1,939.68	175.68	1,060.32	.00	100.0%
2021/09/000049	09/07/2021 API	175.68	VND 074480 PO 21000863	A T & T INC		7/20-8/19/21		5337415
80780000 554000	ADVERTISING	2,000	2,000	281.48	.00	1,518.52	200.00	90.0%
80780000 558000	TRAVEL REIMBURSEME	200	200	56.90	.00	143.10	.00	100.0%
80780000 560000	MATERIALS & SUPPLI	15,000	15,059	5,334.24	394.94	7,616.48	2,108.38	86.0%
2021/09/000801	09/20/2021 API	129.40	VND 007099 PO 21000749	SUNDOWNER AVIATION L		reimb for supplies 5/9-8/23/21		5338294
2021/09/000801	09/20/2021 API	152.31	VND 005545 PO 21000716	PURVIS BROTHERS INC		parts, supplies for fuel pumps		5338282
2021/09/001146	09/27/2021 API	71.28	VND 014612 PO 21000829	AG-PRO OHIO, LLC		TRACTOR supplies for airport		5338762
2021/09/001146	09/27/2021 API	41.95	VND 015530 PO 21005996	WASHINGTON AUTO PART		snow trucks - AIRPORT SUPPLIES		5338772

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

JOURNAL DETAIL 2021 9 TO 2021 9

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
7800 AIRPORT OPERATIONS							
80780000 561000 GENERAL OFFICE SUP	500	500	.00	.00	100.00	400.00	20.0%
80780000 562600 FUEL (GASOLINE/DIE	250,000	250,000	246,081.45	48,947.78	3,918.55	.00	100.0%
2021/09/000801 09/20/2021 API	12,745.18 VND	005545 PO 21000717 PURVIS BROTHERS INC		fuel purchases for airport			5338282
2021/09/001147 09/27/2021 API	36,202.60 VND	005345 PO 21000717 PURVIS BROTHERS INC		9/16/21 fuel purchases for air			5338697
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	401,504.42	72,163.67	117,711.70	26,856.32	95.1%
TOTAL AIRPORT OPERATIONS	466,300	546,072	401,504.42	72,163.67	117,711.70	26,856.32	95.1%
TOTAL EXPENSES	466,300	546,072	401,504.42	72,163.67	117,711.70	26,856.32	

**FR2021-10.11.m**

**A resolution to appropriate from unappropriated funds into a major expenditure category for materials & supplies, Fund# 7800 – Fairfield County Airport Authority Board**

**WHEREAS**, additional appropriations are necessary for materials & supplies; and

**WHEREAS**, appropriations from unappropriated funds will allow the budget to increase in the major category expense for materials & supplies 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.** Appropriate from unappropriated funds as follows in major expenditure object categories:

Materials & Supplies	\$80,000	Org# 80780000
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Motion by: Jon Kochis

Seconded by: Bill McNeer

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

Nays: None

Abstentions: None

Absent: Kaper

Resolution passed on October 11, 2021



Staci A. Knisley, Clerk/Secretary

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

**Section 1:** Update the expenditure object lines for appropriations as follows:

80780000	562600	Fuel	\$75,000
80780000	560000	materials & supplies	\$ 5,000