

**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Rd NW**  
**Carroll Ohio 43112**  
**Minutes for November 10, 2014**

**Meeting to order**

Lonnie Rush called the meeting to order at 6:00 p.m. with the Pledge of Allegiance. Board Members present at this meeting were Lonnie Rush, Dave Roebuck, Kurt Lape, Bill Fagan, and Michael Kaper. Glenn Burns and Bill McNeer were absent.

Also in attendance were Pat Rooney, Tom Palmer, Jerry Benson, Chris Chapman, Al Moyer, Branson Rutherford, Pat Ferguson, Greg Heaton, Lonnie Watts, Ethan Kaper, and Staci Knisley.

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

**HAS concerns regarding future sites for EMA Storage Facility**

On behalf of the Historical Aircraft Squadron (HAS), Pat Ferguson reported their concerns with the sites that Fairfield County Emergency Management Agency (EMA) is requesting approval of the Airport Authority Board approve for future building of their storage facility.

Mr. Ferguson reviewed the minutes of the September 10<sup>th</sup> Airport Authority Board meeting:

*Site # 1 was discussed, this site is approximately 100 feet north of the HAS hangar about 500 feet from the intersection of Airport Road and Old Columbus Road.*

*Site #2 was discussed, this site is located approximately 450 feet east of the intersection of Old Columbus Road and Airport Road.* Mr. Ferguson stated that this site would be the furthest situated on Airport Road away from Old Columbus Road.

*Site # 3 was to be at the dead end of the main road nearby the airport.* Mr. Ferguson stated that site 3 is irrelevant. Site #1 & Site #2 would be the sites chosen, in his thoughts.

Mr. Ferguson reported that option #1 (site#1) has no room for parking and training. As mentioned by Jon Kochis in the September 20<sup>th</sup> meeting, there is no room for expansion. Mr. Kochis also mentioned that he possibly would like to add 2 bays later on.

Mr. Ferguson reported that the minutes state that several people agree that site#1 is the best site. He asked where training area and parking area be located. There are 25 spaces in the HAS parking lot. On a working day, most of the spaces are filled up. The grassy area is only used for special events about 15-20 times a year. Site #1 is also outside the perimeter fence that would eliminate a lot of the security. There is a ditch between the helicopter hangar and the HAS hangar. If built on site#1, the gray water would drain into the ditch.

Mr. Ferguson reported that site #2 is actually a shorter distance to Route 33 compared to site#1. Site # 2 have utilities just across the road and would be at level excavation. Site # 1 has a drop off. Site# 2 has an open field to the south side and there is plenty of room for training in the back. Site # 2 could be situated within the fenced area without moving the fence. The fence could adjoin the entry door.

**Fairfield County Airport Authority Board Meeting  
3430 Old Columbus Rd NW  
Carroll Ohio 43112  
Minutes for November 10, 2014**

Mr. Ferguson asked if taxes would have to be paid. Ms. Knisley reported that taxes are only paid on parcels where rent is collected.

Mr. Ferguson stated that having a storage building on site# 1 will impact HAS heavily. It would limit their parking during events. He asked that the Airport Board support HAS in keeping their area in front of their hangar as it currently exists. This support will not hurt the Airport, operations of the Airport, or the county in their placement of a storage building. HAS has been a good friend to the airport and expect the Board's help. He thanked the Board.

Mr. Al Moyer, member of HAS stated that he preferred site #2 because of the area required by the tenant.

**HAS update**

Mr. Ferguson reported that he has been working with Russ Neice with Crawford Murphy Tilly (CMT), the Airport's Engineer regarding the crack-sealing. The crack-sealing will be done next year due to the current weather conditions.

Mr. Rush reported that certain contractors that the FAA and State will allow us to use. A lot of small companies are not certified so we have a limited amount of contractors to work with. It is very unfortunate that we have to wait until spring.

Mr. Rutherford reported that the snow plow has been serviced. The oil has been changed and brake line has been replaced. He recommends that the snow plow not be used on the highway but it is adequate for the airport grounds use. He also recommends that next year the brake lines be contracted out for service. The alternator has also been fixed.

Mr. Rutherford recommended that during the winter season there be no vehicles or anything parked in front of the doors at the terminal. They will be using the new snow blower this season. He also recommended that people park in the back of the parking lot at the terminal, towards the grass so they can plow the lot. Especially if someone is parking in the lot for a long duration.

Mr. Rutherford reported that he fixed the wind shield wipers on the fuel truck.

Mr. Rush thanked HAS for their work at the Airport. He recognized that the Airport would have higher costs if the work were contracted out. With HAS doing the work, they get reimbursed for the supplies purchased. At the Airport HAS plows the snow, mows, paints, and repairs our lights throughout the taxiways.

Mr. Watts reported that during a snow storm last year, Fairfield County was the only Airport open due to HAS plowing the snow here.

**Fairfield County Airport Authority Board Meeting  
3430 Old Columbus Rd NW  
Carroll Ohio 43112  
Minutes for November 10, 2014**

Airport tenant Chris Chapman recommended that HAS' compensation be reconsidered by the Board.

Mr. Rush reported that he did not disagree with the recommendation. It has not been discussed in the past but bares consideration.

Mr. Moyer stated that they (HAS) are in the business for the public and the county, not to make money.

Mr. Benson invited the Airport Board to the HAS Christmas party. The party is hosted by HAS, Fairfield County's Pilots Association, and the EEA Chapter.

**Approval of minutes for the October 13, 2014 Meeting**

*On motion of Lonnie Rush and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve the minutes for the October 13, 2014 meeting.*

*Voting aye thereon: Rush, Kaper, Roebuck.*

*Fagan and Lape abstained. Motion passed.*

**Airport Manager Update with Sundowner Aviation**

Mr. Rooney gave the Board an update on the Airport operations. He reported that the overnight hangar fees are \$30. They are working on getting quotes to replace the exterior lights. Restroom toilets were repaired. Water bills will be higher due to the prior leaks.

**Standing Committee Updates**

- **Airport Improvement – Kurt Lape**

Mr. Lape asked Mr. Heaton to give the Board an update.

Mr. Heaton with CMT gave the Board an update and referred to his Engineer's report, see attached for report. He reported as said earlier, Strawser Paving pushed their work until next year in the spring. He reminded the board of the annual teleconference on Thursday, December 11<sup>th</sup>. The teleconference is with the FAA. This is an annual fall teleconference for a planning session to update the capital improvement projects for future grant funding. Mr. Heaton reported that he and Mr. Rush have had many discussions about the capital improvement projects. The runway needs an overlay down the road. There are entitlement funds to pay for this.

Mr. Lape asked about longitude adjustment on the overlay project.

Mr. Heaton reported that CMT would like to pursue the longitude adjustment if the dollars will cover it.

**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Rd NW**  
**Carroll Ohio 43112**  
**Minutes for November 10, 2014**

- **Community Relations – Michael Kaper**

Mr. Kaper reported that he spoke with Pat Rooney before the meeting. The only issue is an email regarding military maneuvers near River Valley Highlands. The email was sent today from Lancaster City Councilman Mike Fracassa.

Mr. Rush reported that the military maneuvers that the Airport has are the practice approaches. It is not really a military maneuver, it is public use of the Airport’s approach. Mr. Rush also reported that occasionally Port Columbus uses our approach.

Mr. Rush reported that the River Valley Highland’s deeds states that the airport is for public use.

- **Facilities and Grounds – Lonnie Rush**

- **Hawker Jet disposition/Abandoned Aircraft**

Mr. Rush reported that Randy Long and Bob Long are in the process of disposing of the jet and will pay appropriate fees to the County. He spoke with Randy on November 4<sup>th</sup> and November 10<sup>th</sup>.

- **Finance - Glenn Burns (absent)**

- **Review of Financial Reports**

Ms. Knisley asked the Board to review the following financial reports.

- a. *2014 Income & Expenses (All funds)*
- b. *2014/2015 Projected Cash Carryover (Operating fund)*
- c. *2014 Detail Expense (Operating fund only)*
- d. *2014 Open Purchase Orders*
- e. *Smart Card balances (in-house fuel purchases)*

**Approval of Payment of bills**

*On motion of Kurt Lape and second of Bill Fagan, the Fairfield County Airport Authority Board voted to approve the payment of bills. (See below)*

Vendor	Amount	Description
CMT	\$755	engineering services for rehabilitation of Apron B and C1 and rehabilitation of T/H G 8/30-10/3/14
Sundowner Aviation	\$526.89	\$.10 (10 cents) per gallon of fuel sold @ Airport for the month of October
Sundowner Aviation	\$1473.40	10% of hangar rent collected for the month of October
Total	\$ 2,755.29	

*Voting aye thereon: Lape, Fagan, Rush, Roebuck, and Kaper. Motion passed.*

- **Security/Other – Bill McNeer (absent)**

Nothing from other Board members to report.

**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Rd NW**  
**Carroll Ohio 43112**  
**Minutes for November 10, 2014**

- **Tenant Relations – Glenn Burns (absent)**  
Mr. Rush reported that Dr. Burns had surgery today.  
Ms. Knisley reported that she is still working with the Treasurer to correctly credit the tenant rent.
- **Fixed Based Operator (FBO) Liaison – Dave Roebuck**  
Nothing further to add.

**Old Business**

- **EMA Request for KLHQ Property**  
Mr. Rush reported that Mr. McNeer recommended that the board request a conditional use from Mr. Kochis. New picture of site is attached. Mr. Rush also reported that he attended a meeting with Mr. Kochis at HAS. The meeting was not productive. Continued work is needed for the site selection. Mr. Rush reported that Mr. McNeer suggested that the site be reverted back to the airport in the future should EMA abandon the property. Mr. Rush earlier recommended that Mr. Kochis purchase or lease the Gorsuch hangar. Mr. Rush reported that he later found out that the Board of Commissioners do not support that.

Ms. Knisley reported that Mr. Kochis' preference was site#1 but would be happy with site# 2.

Mr. Heaton reported that the building criteria that Mr. Kochis suggested could be a concern with site# 2. All sites adjacent are encumbered by the FAA. Site#1 is outside the fence. It is still encumbered but is not in any of the Airport's future plans that were sent to the FAA. Site # 2 and Site #3 are included in the Airport's future plans.

Mr. Rush reported that Mr. Bolger who has had interest in the Airport for many years attended the meeting at HAS. He also reported that Mr. Kochis suggested adding a restroom. There is currently no sanitary sewer connections there. Mr. Rush reported that EMA will not be able to build the structure for \$50,000 as he stated.

Ms. Knisley stated that the Airport Board is not paying for the construction of the EMA storage building. It will be paid by EMA's grant funds. She also reported that the Board of Commissioners would like an answer on whether the Airport will allow a site to be approved. If the Airport Board does not approve EMA's request, they will move on.

Mr. Rush reported that site# 2 is more applicable for EMA's storage building. He envisions the approval at the December meeting. Some day if EMA would abandon the building, he would like it to be converted into a hangar.

Mr. Roebuck stated that approving the request is not a requirement. HAS does a lot of work for the Airport. He suggests that they support HAS' request not to allow site # 1 to be an option. In the

**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Rd NW**  
**Carroll Ohio 43112**  
**Minutes for November 10, 2014**

future if EMA would abandon the building, he suggests that the building be used for Airport maintenance equipment.

Mr. Moyer thinks that Mr. Kochis might have misled that site#1 did not require FAA approval.

Mr. Rush reported that it might be easier to be approved by the FAA because it is outside of the fence. If the construction was built at site#2 and did not change the fencing arrangement that there could be a security situation.

Mr. Heaton stated that EMA brought 3 options to the Board but there could be other site options available on the Airport land. There still needs to be same restrictions such as minimum standards and other conditions will need to be agreed upon. Mr. Heaton also reported that site# 2 includes future hangar expansion according to the Airport's plans to the FAA.

Mr. Rush stated that EMA needs better details of the type of structure that is planned to be built before making a decision.

Ms. Knisley recommended that if and when the Board approves the site, the Board can require conditions. Mr. Kochis stated earlier that he would build the exterior similar to the current hangars.

Mr. Kaper recommends that the Board make a decision to approve that site#1 is not an option. If then EMA is not comfortable with site #2, then they will move on.

**Approval to inform EMA that site#1 is not an option to build the storage facility**

On motion of Dave Roebuck and second of Bill Fagan, the Fairfield County Airport Authority voted to inform EMA that site#1 is not an option to build a storage facility.

Discussion: Mr. Roebuck stated that other site options are still up for discussion.

Voting aye thereon: Roebuck, Fagan, Rush, Lape, and Kaper. Motion passed.

Ms. Knisley will report this to EMA and the Board of Commissioners tomorrow. Ms. Knisley will also meet with Mr. Kochis and Mr. Heaton to discuss any other future sites.

- **Hangar K replacement – project on hold**
- **Terminal Renovations**

Mr. Rush reported that today he spoke with Commissioner Kiger primarily because he is affected by accessibility requirement. Mr. Kiger suggested that SOCIL be contacted for an inspection summary for ADA requirements. Mr. Lape will contact Pam Barnett with SOCIL.

**New Business**

- **Renewal Note for 2006 & 2008 hangars**

**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Rd NW**  
**Carroll Ohio 43112**  
**Minutes for November 10, 2014**

Ms. Knisley recommends that \$50,000 be paid towards principle, new debt will be \$1,145,000. Ms. Knisley working with County Treasurer to discuss percentage rate.

- **Informational**

- On the Commissioners' agenda for Thursday, November 13th the Board there is resolutions to approve the following Airport Board appointments: Reappoint Michael Kaper & Bill McNeer and Appoint Jon Kochis

Mr. Rush stated that the Airport would like the next appointee to have Airport knowledge. Mr. Rush also reported that Mr. Pat Ferguson submitted a resume for interest as a new Airport Board member. Ms. Knisley reported that the Board of Commissioners have not seen Mr. Ferguson's resume yet. They will meet on Thursday and review.

**Adjournment**

On motion of Kurt Lape and second of Dave Roebuck, the Fairfield County Airport Authority Board voted to adjourn at 7:10 p.m.

**Next meeting is scheduled for Monday, December 8, 2014 at 6:00 p.m.**

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***Meeting minutes for the November 10, 2014 meeting were approved on December 8, 2014.***

Abstain

Glenn Burns

Aye

Bill Fagan

Aye

Lonnie Rush

Aye

Kurt Lape

Aye

Michael Kaper

Abstain

William McNeer

Absent

David Roebuck

Staci A. Knisley  
Staci A. Knisley, Airport Clerk