

Regular Meeting to order

Glenn Burns called the Regular Meeting to order at 5:00 p.m. with the Pledge of Allegiance. The meeting was held with the following Board Members present: Glenn Burns, Michael Kaper, Scott Richardson, Jon Kochis, John Smith, Tom Brennan, and Bill Fagan.

Also present were Staci Knisley, Ben Cooley, Ian Coil, Al Moyer, and Steve Slater.

Opportunity for the Public to Address the Board

None.

Approval of the Minutes for the June 10, 2024, Meeting

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve the minutes from the June 10, 2024, meeting.

Voting aye thereon: Kochis, Kaper, Burns, Richardson, Brennan, Smith, and Fagan.
Motion passed.

Historical Aircraft Squadron (HAS) update

None.

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

a. Monthly Report

Mr. Coil reviewed the FBO Monthly report to the board; see attached to minutes. The fuelmaster and pumps have not been working properly. We are still pumping fuel manually. The repair should be completed this week.

Mr. Smith asked for an update about the water being turned back on outside the terminal.

Mr. Kochis reported that Fairfield County Utilities will locate the issue and get it turned back on soon.

Mr. Coil reported that the big gate is not working. They will try to get it fixed this week.

Airport Improvement – Jon Kochis & Tom Brennan

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

Mr. Cooley with CMT reviewed the Engineer’s Summary report; see attached to minutes.

The ODOT FY24 grant for the runway 28 RSA clearing on the east end there will be short runway displacement during the project. It is a little less than 1,000 feet. A notice will be sent out when the time comes.

The FY24 Runway Crackseal project will be completed quickly in August or September.

The construction kick-off meeting for the hangar project was held. Construction will start later this summer and will be completed next year.

There is a FY25 FAA Airport Terminal Project grant from the Bipartisan Law. He reviewed the grant application with the Board. He asked the Board for ideas to expand the terminal.

Mr. Kochis recommended an updated HVAC system be a part of the project.

Mr. Brennan recommended a new classroom.

Mr. Cooley stated that the grant is for terminal footprint expansion, conference area updates, or anything that would be for public access.

Mr. Smith reported that other airports have security coded restrooms and vending areas for when the terminal is closed.

Mr. Kochis reported that the Letter of Map Amendment (LOMA) engineering cost estimate related to eliminating the floodway should be ready for next month’s agenda. This will be funded with Airport operating funds. It is not grant reimbursable.

Mr. Kochis reported that Ohio Capital Grants and the Federal Capital Grants have denied our entrance/access road near Meijer request. The Engineer still wants to move forward with acquisition and it is still on the Airport Capital Improvement Plan (ACIP) if ever funded.

Approval to authorize Board Member Jon Kochis to approve and sign the contract agreement with Archer Excavating Company for the Obstruction Removal of Election House road in the amount of \$319,943.54.

On motion of Michael Kaper and second of Bill Fagan, the Fairfield County Airport Authority Board voted to authorize Board Member Jon Kochis to approve and sign the contract agreement with Archer Excavating Company for the Obstruction Removal of Election House Road in the amount of \$319,943.54; see attached to minutes.

Voting aye thereon: Kaper, Fagan, Burns, Richardson, Brennan, Smith, and Kochis.
Motion passed.

**Fairfield County Airport Authority Board Meeting
3430 Old Columbus Road, NW, Carroll, Ohio 43112
Minutes for July 8, 2024**

- b. Storm Water System Repair
Nothing new to report.
- c. Obstruction Removal Project
Nothing new to report.
- d. Master Plan Hangar Build
Mr. Kochis reported that it is likely to be completed in August 2025.
- e. SAS Aviation land lease agreement
Mr. Kochis reported he was given authority in May to sign and approve the lease agreement. He will have it completed soon and Ms. Knisley will attach it to the May minutes.

Mr. Slater reported that he is waiting on the township for his building permit to start building.

Community Relations – Michael Kaper
Nothing new to report.

Facilities and Grounds – Bill Fagan & Michael Kaper

- Hangar O painting

Mr. Fagan reported that Integrity Painting will start in the fall when temperatures drop. The dark blue paint blisters in the heat.

- Quarterly Stormwater Visual Inspection report received

Mr. Kochis reported that the fuel island spill prevention kit needs replaced.

- Annual Review and Approval of Storm Water Pollution Prevention Plan

Approval of Storm Water Pollution Prevention Plan

On motion of Jon Kochis and seconded by Bill Fagan, the Fairfield County Airport Authority Board voted to approve the Storm Water Pollution Prevention Plan; see attached to minutes.

Voting aye thereon: Kochis, Fagan, Burns, Richardson, Kaper, Brennan, and Smith.
Motion passed.

Ms. Knisley will update the website and give an updated copy to Mr. Coil to keep at the terminal.

Mr. Kochis asked Mr. Moyer about the herbicide application.

Mr. Moyer reported that it did not work. There were no effects.

Mr. Kochis will contact Noxious Vegetation Control, Inc., the contractor tomorrow for remediation.

Fixed Base Operator (FBO) Liaison – Scott Richardson

Nothing new to report.

Finance - Glenn Burns & Staci Knisley

a. Financial Reports

The Board reviewed the following financial reports:

- Revenue/Expense Summary
- Cash Projection
- Purchase Order list
- Smart Card fuel report
- Utility cost report

b. Payment of Bills

Motion to approve retroactively June payment of invoices totaling \$78,748.65

On motion of Scott Richardson and second of Michael Kaper, the Fairfield County Airport Authority Board motioned to approve retroactively June invoices totaling \$78,748.65 see attached to minutes.

Voting aye thereon: Richardson, Kaper, Burns, Smith, Kochis, Fagan, and Brennan.

Motion passed.

Security & Safety – Jon Kochis & John Smith

Mr. Smith asked about the gap in the fence construction area.

Mr. Kochis reported that there will eventually be a parking lot in that area. The gap will be open during the construction of the areas. There would be costs to add a temporary fence. It does not seem cost effective.

Mr. Smith stated that there are millions of dollars in avionics in the aircrafts. He asked what liability the airport has if there is theft.

Mr. Kochis reviewed temporary options with the Board to secure the area. He will do research for cost estimates to secure the area.

Tenant Relations – Glenn Burns & Bill Fagan

The board reviewed the following reports:

- Rent Status Spreadsheet

Dr. Burns reported that there are 3 new lease agreements.

- Hangar Waiting List

Web – Tom Brennan

Nothing new to report.

Old Business

- Estimates for paving HAS lot

Mr. Kochis reported that it is peak season for paving. He hasn't been able to get a good estimate yet.

- Leases for new hangar project
Nothing new to report.

- SAS Aviation land lease
Discussed earlier, no further comments.

New Business

Mr. Kochis reported that the State of Ohio passed the capital funding budget bill. Fairfield County was successful on commercial driver license (CDL) funding. The Board of Commissioners would like CDL training to be close to the Workforce Center. They are leaning towards the testing to be on Airport property, north of the runway near the cemetery. There would be water and sewer added, along with internet infrastructure, and there will be a parking lot for the training. The area used would be less than 2 acres. This would also help develop the area for future Airport projects on the north side. The Board of Commissioners asks for the Airport Board's support.

There would be a lease between the Airport Board, the Board of Commissioners, and the FAA. The area was purchased with FAA grant funds.

The next step would be the footprint layout and to draft a lease agreement. The county would maintain the parking lot. There would be no costs or responsibilities to the Airport Board.

There is a demand for CDL's in the State of Ohio. Hocking College will be the lead. They will own the equipment and employ the instructors.

Informational

None.

Calendar of upcoming events and other important dates

The Board reviewed the following calendar of dates:

- a. CMT Master agreement expires 9/9/2024
Mr. Kochis asked if anyone would like to help with requesting proposals for engineering services. The scope of services is set by the FAA. Jon Kochis, Scott Richardson, and John Smith will work on the Request for Proposals (RFP).
- b. Blue Lightning Initiative – report due annually within 30 days of 9/30/24
- c. HAS mowing and snow removal contract expires on 9/30/2024
- d. FBO Agreement expires 12/31/2024
Dr. Burns recommended that the request for proposals be started soon. Mr. Kochis would like to have a committee. Jon Kochis, Scott Richardson, and John Smith will work on requesting proposals.
- e. Noxious Vegetation Control, Inc. agreement – expires 12/31/24
- f. Noxious Weed Control Agreement with Douglas Majors – expires 12/31/24
- g. MS4 training of Board and FBO by 12/31/2024 (annually)
- h. OTTER/UST renewal expires 6/30/25
- i. Petroleum Underground Tank – UST Certificate of Coverage – expires 6/30/25
- j. Storm Water Pollution Plan – review in July 2025 (annually)
- k. Insurance Agreement expires 12/31/2025
- l. Legal services agreement with County Prosecutor – expires 12/31/2025
- m. Hangar J Lease agreement expires 12/31/26
- n. EAA lease renewal with the Board of Commissioners – expiration date of 12/31/26
- o. Lease agreement with Board of Commissioners to operate facilities – 10/25/2027
- p. Hangar A Lease expires 4/30/2032 with an option to renew
- q. FAA lease for space expires 9/30/2032
- r. Co-sponsor agreement with the Board of Commissioners 5/13/2044

Adjournment

On motion of Tom Brennan and second of Michael Kaper, the Fairfield County Airport Authority Board voted to adjourn at 5:52 p.m.

Next Regular Meeting is Monday, August 12, 2024, at 5:00 p.m. @ the Airport Terminal, 3430 Old Columbus Road, NW, Carroll, Ohio 43112

Fairfield County Airport Authority Board Meeting
3430 Old Columbus Road, NW, Carroll, Ohio 43112
Minutes for July 8, 2024

Meeting minutes for July 8, 2024 meeting were approved on August 12, 2024.

Aye
Glenn Burns

Aye
Bill Fagan

Absent
Tom Brennan

Aye
Jon Kochis

Absent
Michael Kaper

Aye
John S. Smith

Aye
Scott Richardson

Staci A. Knisley
Staci A. Knisley, Airport Clerk

**Fairfield County Airport Authority
Board Meeting, July 8, 2024**

Engineer's Summary Report

1. FY 21 FAA AIP Grants
Master Plan –Comments received 3/20 from FAA, CMT working to revise and update. **Final submission signatures underway.**
2. FY 23 FAA AIP Grant - Master Drainage Report
CMT to proceed with grant closeout. Next step is LOMA efforts to proceed north side development. LOMA scope and fee coming when possible.
3. OH FY 22 State grant – Obstruction Removal (East).
 - a. East End - Phase 2 – On hold, check up every few months.
4. OH FY 23 State grant – West Obstruction Removal.
 - a. March 21, 2024 publication of the updated approach with night operations restored. Working to closeout grant.
5. OH FY 24 State grant – Runway 28 RSA Clearing
 - a. Removal of Election House Road and RSA grading. **Utility relocations are ongoing. Coordination with contractor to be ready when all lines are moved.**
 - b. **Change Order pricing provided by contractor, final approval needed to be included with contract.**
6. FY 24 FAA AIP Grant – Runway 10/28 Crackseal
 - a. Grant application submitted and revised. Pending grant agreement to proceed with work. Draft contract prepared and ready for contractor review.
7. FY 24 FAA AIP Grant – Apron and Taxilane Rehab/Hangar Development (County funded)
 - a. Contract with Setterlin complete. **Kickoff meeting completed, working on schedule and building submittal documents.**
 - b. Project to proceed with all buildings to be constructed.
 - c. BIL-AIG grant application submitted.
8. FY 25 FAA ATP Grant application
 - a. Grant application drafted and ready for review and comment.
9. Action Items:
 - a. Review ATP grant application for terminal expansion.

Article 3 – Contract Price

In consideration of the faithful performance and completion of the Work by the CONTRACTOR in accordance with the Contract Documents, OWNER shall pay the CONTRACTOR an amount equal to:

\$319,943.54

(Amount in Numerals)

Three hundred nineteen thousand, nine hundred forty three dollars and fifty four cents.

(Amount in Written Words)

subject to the following;

- a. Said amount is based on the schedule of prices and estimated quantities stated in CONTRACTOR'S Bid Proposal, which is attached to and made a part of this Agreement;
- b. Said amount is the aggregate sum of the result of the CONTRACTOR'S stated unit prices multiplied by the associated estimated quantities;
- c. CONTRACTOR and OWNER agree that said estimated quantities are not guaranteed and that the determination of actual quantities is to be made by the OWNER'S ENGINEER;
- d. Said amount is subject to modification for additions and deductions as provided for within the Contract General Provisions.

Article 4 – Payment

Upon the completion of the work and its acceptance by the OWNER, all sums due the CONTRACTOR by reason of faithful performance of the work, taking into consideration additions to or deductions from the Contract price by reason of alterations or modifications of the original Contract or by reason of "Extra Work" authorized under this Contract, will be paid to the CONTRACTOR by the OWNER after said completion and acceptance.

The acceptance of final payment by the CONTRACTOR shall be considered as a release in full of all claims against the OWNER, arising out of, or by reason of, the work completed and materials furnished under this Contract.

OWNER shall make progress payments to the CONTRACTOR in accordance with the terms set forth in the General Provisions. Progress payments shall be based on estimates prepared by the ENGINEER for the value of work performed and materials completed in place in accordance with the Contract Drawings and Specifications.

Progress payments are subject to retainage requirements as set forth in the General Provisions.

Article 5 – Contract Time

The CONTRACTOR agrees to commence work within ten (10) calendar days of the date specified in the OWNER'S Notice-to-Proceed. CONTRACTOR further agrees to complete said work within 30 Calendar Days of the commencement date stated within the Notice-to-Proceed with phasing as detailed in the Plan Sheets.

It is expressly understood and agreed that the stated Contract Time is reasonable for the completion of the Work, taking all factors into consideration. Furthermore, extensions of the Contract Time may only be permitted by execution of a formal modification to this Contract Agreement in accordance with the General Provisions and as approved by the OWNER.

Article 6 – Liquidated Damages

The CONTRACTOR and OWNER understand and agree that time is of essence for completion of the Work and that the OWNER will suffer additional expense and financial loss if said Work is not completed within the authorized Contract Time. Furthermore, the CONTRACTOR and OWNER recognize and understand the difficulty, delay, and expense in establishing the exact amount of actual financial loss and additional expense. Accordingly, in place of requiring such proof, the CONTRACTOR expressly agrees to pay the OWNER as liquidated damages the non-penal sum of \$200.00 per day for each calendar day required in excess of the authorized Contract Time.

Furthermore, the CONTRACTOR understands and agrees that;

- a. the OWNER has the right to deduct from any moneys due the CONTRACTOR, the amount of said liquidated damages;
- b. the OWNER has the right to recover the amount of said liquidated damages from the CONTRACTOR, SURETY or both.

Article 7 – CONTRACTOR’S Representations

The CONTRACTOR understands and agrees that all representations made by the CONTRACTOR within the Proposal shall apply under this Agreement as if fully rewritten herein.

Article 8 – CONTRACTOR’S Certifications

The CONTRACTOR understands and agrees that all certifications made by the CONTRACTOR within the Proposal shall apply under this Agreement as if fully rewritten herein.

Article 9 – Miscellaneous

- a. CONTRACTOR understands that it shall be solely responsible for the means, methods, techniques, sequences and procedures of construction in connection with completion of the Work;
- b. CONTRACTOR understands and agrees that it shall not accomplish any work or furnish any materials that are not covered or authorized by the Contract Documents unless authorized in writing by the OWNER or ENGINEER;
- c. The rights of each party under this Agreement shall not be assigned or transferred to any other person, entity, firm or corporation without prior written consent of both parties;
- d. OWNER and CONTRACTOR each bind itself, their partners, successors, assigns and legal representatives to the other party in respect to all covenants, agreements, and obligations contained in the Contract Documents.

Article 10 – OWNER’S Representative

The OWNER’S Representative, herein referred to as ENGINEER, is defined as follows:

*Crawford, Murphy & Tilly, Inc.
8101 N High Street, Suite 150
Columbus, Ohio 43235*

Said ENGINEER will act as the OWNER’S representative and shall assume all rights and authority assigned to the ENGINEER as stated within the Contract Documents in connection with the completion of the Project Work.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have executed three (3) copies of this Agreement on the day and year first noted herein.

OWNER

Name: Fairfield County Airport Authority
Address: 210 E. Main Street
Lancaster, OH 43130


By: 
Signature
Board Member
Title of Representative

ATTEST

By: 
Signature
Board Member
Title

CONTRACTOR

Name: Ancher Excavating Co.
Address: 3803 Chandlersville Rd.
Zanesville, Ohio 43701

By: 
Signature
owner
Title of Representative

ATTEST

By: Randall W. Ancher
Signature
Superintendent A.E.C.
Title

PROSECUTOR APPROVAL PAGE

Reference No. 2024-CON-0151

Reference Title: Airport - Relocation Utilities and Grading

The foregoing contract is approved as to legal form on July 3, 2024 for the Fairfield County Facilities.

A handwritten signature in blue ink, appearing to read "A. R. Lines", written over a horizontal line.

Austin R. Lines

Assistant Prosecuting Attorney

Fairfield County Prosecutor's Office

239 West Main Street, Suite 101

Lancaster, Ohio 43130

Phone: 740-652-7560

Fax: 740-653-4708

austin.lines2@fairfieldcountyohio.gov

FAIRFIELD COUNTY AIRPORT AUTHORITY

FAIRFIELD COUNTY AIRPORT (KLHQ) STORM WATER POLLUTION PREVENTION PLAN

The purpose of the Fairfield County Airport Authority (FCAA), Fairfield County Airport (KLHQ) Storm Water Pollution Prevention Plan (SWP3) is to find, mitigate, and either eliminate or prevent discharge of storm water pollution from the FCAA facility, to eliminate illicit discharges into the storm water drainage system and to prevent the violation of surface water and ground water quality or sediment management standards.

To this end, the FCAA will identify the potential sources of storm water pollution that may affect the quality of storm water discharge from the FCAA Facility and evaluate the storm water contamination potential from the identified likely sources. The FCAA will also introduce storm water Best Management Practices (BMPs) that will be utilized at the facility site for prevention and control of pollutants in storm water discharge and identify the procedures, maintenance, inspections and record keeping needed to document those BMPs. This SWP3 reinforces and supports the “Minimum Standards for Aeronautical Activities at the Fairfield County Airport (KLHQ), Lancaster, Ohio 43130” Revised December 8, 2014 and is coordinated and references to individual hangar lease agreement format approved October 10, 2016 and all subsequent updates.

This plan is meant to meet the requirements of Fairfield County & Others Municipal Separate Storm Sewer System (MS4) Permit, Ohio EPA Facility #4GQ10006*CG. It contains the most relevant information to utilize within the parameters of the FCAA facility. This document also contains information for administration and record keeping of the plan.

The SWP3 will be reviewed annually by the FCAA Board, FCAA Management Company (Sun Downer Aviation LLC), FCAA Engineering Firm of Record (Crawford, Murphy, Tilly Inc.) in cooperation with the Fairfield Soil and Water Conservation District when requested to determine if updates to the plan are needed to reflect changes in the FCAA facility or activities conducted that could significantly increase the amount of pollutants in storm water runoff or cause a new location in the facility to be subject to storm water that might introduce a new pollutant. This plan will be amended if a state or federal inspector determines that it is not effective in controlling storm water pollutants discharged to waterways. Copies of the SWP3 will be maintained at the FCAA Terminal (Building I) at 3430 Old Columbus Road NW (Airport Road) Carroll, Ohio 43112.

1. LOCATION & SITE CONTACTS

Name: Fairfield County Airport Authority		Address: 3430 Old Columbus Road NW Carroll, Ohio 43112	
Telephone: 740-654-7001		Primary Facility Contact Information: Staci Knisley 740-652-7093	
Latitude: N 39° 45' 14.9508" Longitude: W 82° 39' 40.9608"		Security: Fairfield County Sherriff 740-652-7900	
SIC Code 9999	EHS 0	County	Fairfield
Total Impervious Surface Acres: Appx 35		Municipality	Carroll
Total Facility Acres: 177.88			

Ohio EPA Spill Reporting 1-800-282-9378

*SWP3 Adopted January 9th, 2017
Revised and Approved February 2019
No changes, Approved February 10, 2020
No changes, Approved July 8, 2024*

Storm Water Discharge to Greenfield Creek with 100 year flood diversion toward Claypool Run (NW)
Name(s) of water(s) that receive storm water from this facility: Hocking River
Hocking River Watershed

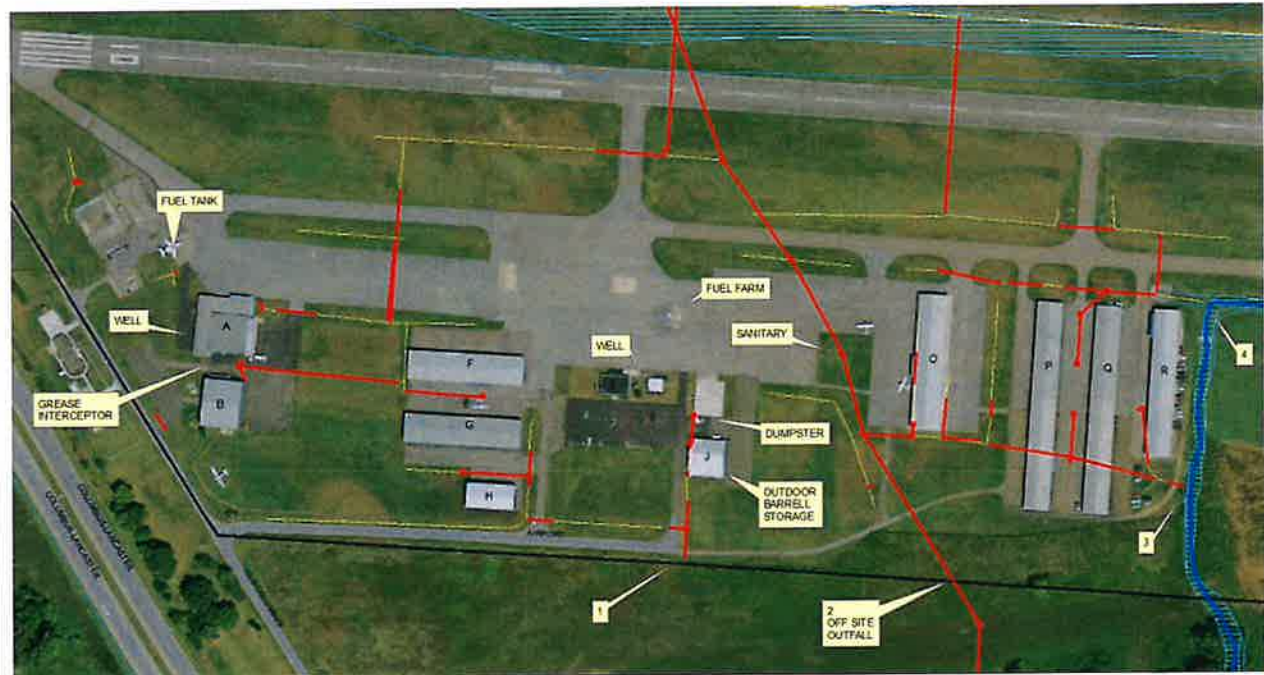
FACILITY MAPS



NORTH ↑

FIGURE A

See Appendix A for outfall No.2 off site easement



NORTH



FIGURE B

See Appendix A for outfall No.2 off site easement

2. FACILITY AND OPERATIONS

The FCAA facility is comprised of several structures. The Terminal (Building I) faces Old Columbus Road NW (Airport Road). The Airport Managers maintenance shop in Building J is adjacent to the terminal in Building I.

Approximately 35 acres are paved or under roof and the remainder of the 142 acres are grass, maintained to FAA standard heights or agriculture production through lease agreements in compliance with the Conservation Plans on file with the Fairfield Soil and Water Conservation District. Except for the northern 28 acres and a small piece of property adjacent to the City of Lancaster east of Election House Road, the facility is surrounded by fences with the three 3 pilot gates that are locked by electronic lock. The FCAA facility is open 24 hours a day for pilots.

FCAA Facility Buildings used in day to day operations of the FCAA

Building I-Terminal with public access and houses emergency response documents and records
The Fuel Farm is located NE of Building I and dispenses Avgas and Jet Fuel through code controlled devices BUSTR ID 23010048. A fuel truck and fuel buggy are on site and are typically kept within the immediate vicinity of the Fuel Farm. A spill kit is kept at the Fuel Farm location.



Fuel Farm and Fuel Truck (10-31-16)



Fuel Buggy (10-31-16)

Building G-Hangar that contains airport maintenance equipment

The FCAA facility is the base of operations for maintenance of lawns, storm pipes, asphalt and buildings under the jurisdiction of the FCAA. The facility houses tractors, mowers and snow removal equipment in the NW bay of Building G along with products, such as, fuel, oils, and salt. Functions include fueling of vehicles, storage of equipment and vehicle maintenance.

Ohio EPA Spill Reporting 1-800-282-9378

*SWP3 Adopted January 9th, 2017
Revised and Approved February 2019
No changes, Approved February 10, 2020
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Temporary stockpiles of aggregates, dirt, temporarily staged construction and demolition waste as well as material lay down areas are located NW of building A near the gate.

A 500 gallon fuel tank is located NW of Building A is maintained by Airport Authority for grounds maintenance. Records are retained by HAS for the Airport Authority. A spill kit is kept in proximity to this location.

FCAA Facility Buildings leased to others

Private Fixed Base Operators

Private Non-Based Operator

Commercial Non Based Operator

The FCAA will begin the process during lease renewals of hangars in the remainder of buildings to secure a one page SWP3 agreement for each hangar tenant including but not limited to;

- “No fuel, flammable liquids or other hazardous materials as defined by the Ohio State EPA shall be stored or kept on the leased premises except not more than eighty gallons of fuel will be permitted, provided it is stored in not larger than ten-gallon safety container of a type approved by the Underwriters Laboratories. All containers shall be stored at least two feet above the floor level of a hangar” per hangar unless additional storage is approved in writing on the lease.
- Proper fluid disposal (not down storm drains or ditches)
- Spill kit materials kept on site

Commercial Fixed Base Operator

The buildings below have larger public use and access than other hangers and buildings of the FCAA Facility. FCAA will review larger facility rental and develop an agreement for each in compliance with Section 3. *Pollution Prevention Best Management Practices (BMP)* of the current approved SWP3 of the FCAA

Building A- Commercial Fixed Base Operator (11-3-16)

Leased to Due North Aviation.

3380 Old Columbus Road 740-652-1722

Floor drains go to the grease interceptor located between building A and B tied only to Hanger B. Grease interceptor in maintained by Dan Bolger, owner of Hanger A.

Building B Commercial Fixed Base Operator (11-3-16)

Lease/use agreement with the Historic Aircraft Squadron a 501(c)3 organization.

3266 Old Columbus Road 740-653-4788

Building J Commercial Fixed Base Operator

(11-3-16)

Leased to Sundowner Aviation LLC

3430 Old Columbus Road

740-475-8188

Covered dumpster is located north of building J on the public side of the fence to assure ease of access and usage by pilots and visitors.

Sundowner Aviation LLC maintains a list of the largest quantity of each type of fluid quantities they typically keep on site, (new and used), along with spill kits and disposal records for five years.

Temporary outdoor (covered and labeled) storage of fluids until shipped to approved facilities for disposal are kept outside Building J. They are kept on impermeable surfaces and are monitored daily for leaks by staff.

Records of disposal are kept on site in Building J.



Temporary fluid storage (10-31-16)

FCAA Grounds

The FCAA Facility is served by the Greenfield Township Water and Sewer District for sanitary sewer system and water. Two water wells are on site, See Figure B.

The facility ditches, storm structures and storm pipes are mapped per Figure A. The majority of the runway, taxiway, Fuel Farm, terminal parking, roof top water and access paving of Buildings A, B, F, G, H, I and K runoff is filtered through adjacent lawn areas and grass ditches before entering Greenfield Creek.

Catch basins and trench drains collect runoff from most roof tops and asphalt of Buildings I, O, P, Q and R.

Other lawn and agriculture field areas drain to Greenfield Creek or other adjacent municipal ditches controlled by the Fairfield County Engineer, Greenfield Township or the City of Lancaster.

Ohio EPA Spill Reporting 1-800-282-9378

SWP3 Adopted January 9th, 2017

Revised and Approved February 2019

No changes, Approved February 10, 2020

No changes, Approved July 8, 2024

The FCAA Facility operates with the following activities of concern:

- Loading, unloading, handling, and storage of antifreeze, asphalt, batteries, chemicals, concrete, fuel (avgas, jet fuel, diesel and gasoline), hazardous materials, new and used oil, paint products, scrap metal, solvents, trash and debris.
- Filling of underground storage tanks (USTs) with fuels.
- Dispensing of fuels to vehicles, equipment, and portable fuel containers.
- Vehicle and equipment parking and storage.
- Vehicle, equipment, and material washing and cleaning.
- Salt storage for parking and foot traffic areas only. **No runway or taxi way deicing occurs. No plane deicing occurs.**
- General maintenance and cleaning.
- *Pesticide storage and application is by agreements with licensed Commercial Applicators by the State of Ohio.*

The following areas are potential sources of contamination:

- Residue from vehicle and equipment washing areas if it is allowed to contaminate storm water. Equipment and plane washing should occur where soapy water can run off onto grassed areas or to floor drains connected to central sanitary sewers.
- Fuel spills and leaks during UST filling or pump dispensing.
- Rain water contact with the fueling area.
- Trash and windblown litter at the facility.
- Leaks from storage containers.
- Vehicle and equipment drips and leaks.

3. POLLUTION PREVENTION BEST MANAGEMENT PRACTICES (BMPs)

The FCAA recognizes the benefits of using both non-structural (e.g. good housekeeping) and structural (e.g. a roof or overhang) source control BMPs to minimize pollutants coming into contact with precipitation or storm water runoff. The following source control BMPs are used in the FCAA facility.

3.1 GOOD HOUSEKEEPING

These daily activities keep the facility sites clean and equipment operating correctly. While good housekeeping doesn't require a great deal of time or cost, it should be implemented on an everyday basis so as to become a part of the culture of the organization. Daily cleanup and inspection are the most effective way of achieving good housekeeping. While not an all-inclusive list of good housekeeping practices at this facility, the following list is followed:

- Tools and materials are to be returned to designated storage spots after use.
- Waste materials will be collected and disposed of properly on a daily basis.
- Indoor work areas are to be kept orderly, uncluttered and well ventilated to discourage the work being moved outdoors. Staying inside allows leaks and spills to be quickly found and controlled.

- Facility clean-up will be performed without water use whenever possible, by sweeping or wiping, or washing with as small amount of water as can be done. If wash water is used it should be contained, collected and disposed of properly.
- All changing of fluids is done indoors unless extreme conditions do not allow it, then spill kits will be brought to the location to assure prompt response if needed.
- Outdoor waste in trash bins are covered and emptied regularly. Areas around such receptacles need to be inspected for misplaced or wind-blown litter or debris.
- Pesticide storage, mixing, application, labeling, recordkeeping and disposal of containers will follow the procedures as laid out for licensed commercial applications by the State of Ohio. Pesticide records are kept in Building I for examination by the Ohio Department of Agriculture and the general public.

3.2 PREVENTIVE MAINTENANCE

Preventive Maintenance BMPs include regular inspections and maintenance designed to minimize storm water pollution by performing maintenance activities before problems arise. Equipment that fails or functions poorly may result in the discharge of pollutants to the storm water drainage system. The following preventive maintenance actions are used at this facility:

- The storm water conveyance system will be kept clear of debris and litter to avoid blockage that may cause storm water to back up and to avoid the discharge of illicit materials.
- Drainage swales are kept clear of debris and maintained to prevent erosion.
- Pavement areas and landscaping will not be allowed to degrade to the point where they erode and contribute pollutants to runoff.
- Vehicles are regularly checked for leaks. Leaks are repaired promptly.
- Outdoor drums, storage tanks and containment areas are checked for leaks.
- Major equipment is subject to a preventive maintenance schedule for inspection, repair, or replacement of fluids (hydraulic, lubricating, cooling, etc.) greases, seals, hoses, filters, pressure gauges, piping, etc.

3.3 PROPER MATERIAL HANDLING AND STORAGE

Material handling and storage BMPs relate to controlling the potential for leaks, spills and loss of materials delivered, used and stored at the facility. The goal is to keep spills and leaks of materials from accumulating in soils or on surfaces where they could be carried away in storm water runoff or non-storm water discharges. Materials of concern at the facility include salt, asphalt cold mix, gravel, sand, lumber, topsoil, concrete, wood/brush, fuel, and metal products.

Materials of concern at the FCAA Facility will be stored in one of two ways:

- On a paved surface with a roof or covering so that no direct rainfall contacts them, and with appropriate berms or runoff controls to prevent contact with storm water run-off.
- On a specially constructed paved area with a drainage system with a slope to minimize water ponding. Drainage areas are designed to slope into catch basins to carry storm water runoff to a water quality basin.

Additional measures to assure proper material handling and storage include:

- Bulk solid materials, raw materials, and construction materials or supplies stored outdoors will be covered and protected from storm water if pollutants could enter storm water.
- Hazardous materials brought into the facility for hazardous disposal will either be stored inside or covered under a tarp until the materials are picked up so rain water cannot carry contamination to storm water inlets.
- The parking lot or other surfaces near bulk material storage facilities will be swept periodically to remove fines that may wash out of the materials.
- Liquid tanks will be kept in a designated area on a paved impermeable surface.
- Designated personnel will perform regular walk-by inspection.
- Storm drain inlets will be cleaned on a regular schedule and also after large storms. Special attention will be paid to the kinds of potential pollutants that accumulate there as a result of facility activities so that appropriate measures can be taken to control any pollutant sources.
- Spills will be cleaned up promptly; using dry cleanup procedures described in Section 3.6, Spill Prevention and Response.
- All scrap metal is cleaned of hazardous materials prior to storage on the scrap metal pile. Salvage vehicles have fluids removed prior to storage.
- Dumpster lids are closed except when being loaded.
- Deicing and salt storage areas are covered and loading areas are swept regularly to minimize salt laden runoff.
- Drainage from the salt truck loading area is directed to a lawn area before flowing to other storm water conveyance to minimize salt laden discharges from the FCAA Facility.
- The facility's paved surfaces will be kept clean and clear of debris and litter to keep such materials or their runoff from discharging to storm drains.

3.4 VEHICLE AND EQUIPMENT STORAGE AREAS

Vehicles and equipment are susceptible to leaking. If stored outside and uncovered, precipitation may wash leaked fluids into the storm drain system. The vehicle and equipment storage areas BMPs for the FCAA Facility include:

- Vehicles and equipment will be inspected to identify sources of spills or leaks.
- Designated facility personnel will perform regular walk-by inspection.
- Consistent parking spots will be designated for each vehicle so that a leak on the ground will identify a particular vehicle and it can be repaired.
- The facilities 'dirtiest' equipment will be parked indoors or on an impervious surface with no run-on in order to prevent discharges or leaks from contact with storm water runoff.
- Spills will be cleaned up promptly; using dry cleanup procedures described in Section 3.6, Spill Prevention and Response.

3.5 PROPER WASTE HANDLING

Waste handling BMPs relate to properly controlling, collecting, storing, and disposing of wastes that are generated at the facility. For many wastes, reusing or recycling is the most cost effective means to prevent pollution.

All FCAA personnel, tenants, contractors, visitors, airport users should be aware that disposing any waste (including wash waters) into a storm drain inlet or storm water conveyance is considered illegal dumping. Likewise, disposing of waste (including wash waters) onto a paved or unpaved surface such that it may be carried to a storm drain inlet or storm water conveyance is also considered illegal dumping.

The waste handling and disposal procedures for the FCAA Facility are as follows:

- General shop trash will be kept in a dumpster with the lid closed to keep storm water out. The dumpster is kept in a paved area and kept clean by picking up dropped trash and inspecting the area regularly.
- Liquid wastes that cannot be dried up and disposed of as solid wastes (e.g. the way paint can be disposed of) are kept out of the dumpster. Lids on liquid waste containers are to be kept closed.
- Scrap parts or other materials are kept inside.
- Scrap metal is collected for delivery to a scrap metal dealer and placed in scrap metal bins for pickup.
- Empty drums stored outdoors are sealed to be watertight and labeled as to their previous use.
- Hazardous materials, waste metal and other wastes are stored appropriately and are kept in a covered area or covered container.
- Waste oil, antifreeze, spent solvents, and other liquids from vehicle maintenance activities are recycled.
- Spent batteries are disposed of as hazardous waste or returned for reclamation and reuse.

3.6 SPILL PREVENTION AND RESPONSE

Spills and leaks can be significant sources of water pollution and in many cases, are avoidable. The goal of spill prevention and response is to prevent spills and leaks by correcting potential spill situations before a spill can occur. When a spill does occur, quick and effective response is needed to keep pollutants from reaching storm water. The spill control and cleanup procedures for this facility area as follows:

- All spills will be cleaned up promptly.
- If the spill is on an unpaved surface, FCAA personnel will determine whether contaminated soil should be removed to prevent it from being a source of future storm water pollutants.
- Spill procedures will include cleaning up leaks, drips, and other spills without water whenever possible.
- Spill response of a hazardous material includes containing and collecting the spilled substance and then disposing of the substance and any contaminated soil in compliance with local hazardous material regulations.

- **Small spills:** These are spills that can be wiped up with a shop rag. These rags will not be put in the dumpster with the shop trash – they will be stored in a covered bin manufactured for that purpose. Rags used to wipe up hazardous materials will be disposed of with other hazardous wastes.
- **Medium-sized spills:** These are spills too large to wipe up with a rag. Medium sized spills will be contained and soaked up using dry absorbent material such as oil dry or kitty litter. Absorbent snakes may be used as temporary booms to contain and soak up the liquid. Used absorbent material will be swept up or collected and will be disposed of with the shop trash if non-hazardous or with the hazardous wastes if necessary.
- **Large spills:** Spills of non-hazardous liquids will be contained and cleaned using a minimum amount of wash water. Storm drain inlets will be plugged to prevent the spill from entering the storm sewer system. Employees will be trained on when and how to temporarily plug facility inlets. Hazardous materials spills will be handled in accordance with hazardous material regulations.
- The Spill/Release Incident Reporting Form found in Attachment A shall be used to document large spills and the response taken to remedy the situation.

3.7 VEHICLE WASH WATER AND WASTEWATER

Currently equipment washing occurs where runoff is directed to lawn areas before entering storm water conveyance to Greenfield Creek. In the future FCAA will strive to assure vehicle washing takes place in a wash bay or wash pad areas where water will drain to oil interceptors before flowing into the sanitary sewer system.

The vehicle and equipment washing BMPs for this facility are as follows:

- Vehicles and equipment are washed only in designated areas.
- The area around the wash area is graded to prevent storm water run on.
- Washing takes place on concrete surfaces.
- Only biodegradable soaps are used.
- In buildings with floor drains the wash water is directed the oil interceptor, then a sanitary sewer.

3.8 VEHICLE AND EQUIPMENT FUELING AREAS

Vehicle and equipment fueling areas are designed and operated to minimize the potential for spilled fuel and leaked fluids from coming into contact with storm water. The following are the selected BMPs for the proper operation of a fueling area at the facility:

- A concrete slab is used for the fueling area.
- Gasoline overflows and spills will be cleaned using dry methods. Spills will not be allowed to run off or evaporate, and will not be flushed with a hose. Absorbent material will be used and disposed of properly. See Section 3.6, Spill Prevention and Response, for details.
- Dry clean-up materials will be kept in the fueling area, and employees will be instructed in the proper dry clean up methods.
- Facility personnel will inspect the area every workday for gasoline, motor oil, or other fluids that may have leaked.

3.9 SALT STORAGE AND DEICING

No salt storage is authorized on the Airport grounds. If authorized, salt storage areas must be enclosed in a hangar bay to prevent exposure to precipitation except when adding or removing materials from the bins. Spillages occurring during addition or removal from salt storage piles are to promptly cleaned.

No deicing occurs at the Airport.

3.10 VEHICLE AND EQUIPMENT MAINTENANCE

Vehicle and equipment maintenance is performed inside buildings except when absolutely necessary. The work should then be limited to getting the equipment started so it can be moved indoors. If this can't be accomplished a tarpaulin or other containment device should be utilized.

The following are the selected BMPs for vehicle and equipment maintenance at the facility:

- Equipment will be kept clean so that a buildup of grease and oil will not wash away when the equipment is exposed to rain.
- Fluids are drained from any retired vehicles kept on-site for scrap or parts. Stored or out-of-service vehicles awaiting restoration or service, and vehicles being held for resale need checked periodically for leakage.
- In buildings where floor drains exist indoor maintenance drains all discharge to oil interceptors in this facility. The remaining water from each oil interceptor then flows to the Greenfield Township sanitary sewer system.

3.11 NON-STORM WATER DISCHARGES

The following measures to help prevent non-storm water discharges will be implemented:

- Proper disposal or collection methods for solid or liquid waste will be used.
- Non-storm water discharges run into one of the trench drains that flow to an oil interceptor.
- Nothing is put into any catch basin outside of buildings within the facility except storm water. All catch basins within the facility are storm water basins. These drain directly to a water quality basin, then to streams and other water bodies without any treatment.
- Periodically inspect and maintain the facility operations and BMPs to evaluate the success of efforts to reduce and eliminate non-storm water discharges.
- Periodically inspect and maintain storm drain inlets. Clean out catch basins so that accumulated pollutants do not wash down the storm drains.

3.12 ALLOWABLE NON-STORM WATER DISCHARGES

Air conditioner condensation

4. IMPLEMENTATION

This section describes practices that are in place or that will be implemented by this SWP3 to control pollutants that have the potential to contaminate storm water.

Ohio EPA Spill Reporting 1-800-282-9378

*SWP3 Adopted January 9th, 2017
Revised and Approved February 2019
No changes, Approved February 10, 2020
No changes, Approved July 8, 2024*

4.1 GOOD HOUSEKEEPING

Often the most effective means of preventing pollution is maintaining and cleaning areas that may contribute pollutants to storm water discharges. As a result, FCAA good housekeeping practices include the following activities:

ACTIVITY	FREQUENCY
Routine Sweeping of Paved Surfaces	As Needed
Periodic Clean-up of Debris and Old Equipment	Quarterly
Removal of Trash and Garbage	On-Going
Routine Inspection for Leaks or Spills	On-Going
Prevention of Bulk Material Stockpiles from Eroding	On-Going
Preventing Run-on and Run-off	On-Going

4.2 PREVENTATIVE MAINTENANCE AND VISUAL INSPECTION REQUIREMENTS

Preventive maintenance includes the inspection, testing, and maintenance of facility equipment and systems to find conditions that could cause breakdowns or failures resulting in discharges of pollutants to surface waters.

The FCAA is required to conduct storm water inspections as listed in Section 5.1 of this SWP3. During these inspections, all areas exposed to precipitation must be visually inspected for pollutants entering the drainage system. FCAA personnel will visually inspect storm water discharges from material storage and yard areas to identify contaminated storm water and its possible sources.

An evaluation of whether existing pollution control measures are adequate or whether additional control measures are needed must be conducted. All inspections will be documented using the inspections forms provided in Appendix A of this plan.

4.3 EMPLOYEE TRAINING

All tenants and/or airport users will train employees or volunteers on an annual basis. Employee and volunteer training will be conducted and documented on an annual basis and will inform FCAA personnel at all levels of responsibility of components and goals of the SWP3. New employees will be required to review and understand the SWP3 prior to initiating work activities. The training sessions will cover the following topics:

- Harmful effects of improper disposal of materials into storm drains
- Potential Contamination Sources
- Spill Prevention and Response
- Good Housekeeping
- Material Management Practices / BMPs
- Periodic Inspections
- Proper disposal of non-storm water discharges

- Storm water catch basins connected to streams and water of the state without benefit of the treatment water in sanitary sewers receive
- Nothing is put into a catch basin outside a building except storm water
- Disposal of waste (including wash water) into a storm drain inlet or conveyance is considered illegal dumping
- Disposal of waste (including wash water) onto a paved or unpaved surface such that it may be carried to either is also considered illegal dumping
- Even very small spills while fueling, if they happen frequently, will add up to a significant amount of fuel in the drainage system.

Some elements of storm water training are included with other training such as the Emergency Action Plan, hazard communication and storage of fluids. Records of all training including a course description (slide show) and attendance log shall be maintained.

4.4 MANAGEMENT OF STORM WATER RUNOFF

The following management practices for runoff are used at this facility.

- Impervious areas have no curbs in order to encourage sheet flow runoff to vegetative areas.
- The FCAA Board will strive to implement a master plan to include increased water quality opportunities with new expansion and building opportunities in compliance with the General Construction Permit of the Ohio Environmental Protection Agency.

The following features are parts of the storm water conveyance system at the FCAA Facility to help control potential pollutants in the storm water before it leaves the site:

- Oil-Absorbent Materials - Oils and greases in storm water can be removed using oil absorbent materials to contain oil spills.
- Vegetated Areas- Plants provide peak flow control by slowing the water and remove some pollutants by encouraging the deposition of sediments and intercepting oily wastes that may be in the water. This control can be retrofitted to an existing storm water conveyance simply by allowing grasses to grow, if it does not interfere with storm water drainage and cause water to back up onto the site.
- Storm water drains will be inspected after large storm events to eliminate clogging and to observe any potential presence of pollutants.

5. EVALUATION

The storm water BMP monitoring for this facility will rely upon quarterly wet and dry weather visual inspections of discharge quality to indicate obvious or potential problems and an annual BMP evaluation. The two primary purposes of this monitoring are to assess illicit discharges and non-storm water discharges and to determine if BMPs need maintenance. The Annual BMP Evaluation Form is a part of the Annual Site Inspection Form found in Appendix A. This section will assess the current BMPs in place and help determine if additional BMPs are needed or if current BMPs need to be modified. Inspections being performed are the responsibility of the Authority.

Ohio EPA Spill Reporting 1-800-282-9378

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Revised and Approved February 2019
No changes, Approved February 10, 2020
No changes, Approved July 8, 2024*

5.1 QUARTERLY WET & DRY WEATHER VISUAL MONITORING

Inspection of the outfalls to Greenfield Creek will be performed on a quarterly basis during wet and dry weather conditions. Appendix A contains the inspection forms.

Wet weather inspections means that discharges from the identified outfall will be assessed during a significant rainfall resulting in visible storm water runoff and discharges from the site. This rainfall should be approximately 0.1” or more in a 24-hour period, but site conditions and local rainfall patterns should be taken into account so that inspections can begin soon after significant rainfall begins. It should be noted that inspections are not required to be conducted outside of regular business hours or during unsafe conditions.

Dry weather inspections should be conducted when no rain has occurred at the facility for at least 24 hours prior to inspection.

Visual inspections consist of making observations of the visual characteristics of discharges from the outfall and recording them on the appropriate forms. These observations include recording the absence or presence and degree of the indicators outlined below:

- **Floatables:** Floatables indicate if obvious trash or other controllable debris, such as landscaping material, leaf litter, etc. has entered into the storm system.
- **Foam:** Foam indicates that potentially soap or other cleaning products have entered into the storm system. However, storm water can often be slightly foamy from pollen and other natural organic material. The way to tell the difference is by appearance and smell. If the foam is persistent and accompanied by a fragrant odor, it could be related to a cleaning product. If the suds break up quickly, then it could be from turbulence and/or natural conditions.
- **Sheen:** Sheen, which also looks like a rainbow hue on the water surface, is commonly indicative of petroleum products, often present from parking lot runoff. If gasoline or a flammable solvent is suspected, leave the immediate area, notify facility management immediately and take action to prevent fire or explosion.
- **Turbidity:** Turbidity, which makes the water appear cloudy, is usually an indication of dirt or sediment in the water.
- **Odor:** Certain contaminants in storm water can give off specific odors, which should be described as best as possible. Odors can include those similar to rotten eggs, solvent, fuel/oil, cleaning agent, etc. When noting odors, make sure the odor is not related sources other than beyond the runoff being inspected. If gasoline or a flammable solvent is suspected, leave the immediate area, notify the facility management immediately and take action to prevent fire or explosion.
- **Discoloration:** A red/orange color can indicate rust from iron pipes or iron bacteria. Other colors such as white could indicate paint or cleaning agent emulsions.
- **Flow:** Note presence or discharge from each outfall. If flow is present, the approximate discharge rate will be indicated on the inspection form (i.e. < 10gpm or >10 gpm).

5.2 RECORDKEEPING AND REPORTING

Ohio EPA Spill Reporting 1-800-282-9378

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Records described in this SWP3 including leases with SWP3 agreements, dumpster, recycling and other disposal records will be retained on site for 5 years from the date of certification of the SWP3 of this facility covered under the Municipal Separate Storm Sewer System (MS4) permit. These records will be made available to state or federal inspectors upon request. Additionally, employee training records shall also be maintained.

6. ANNUAL CERTIFICATION

This Storm Water Pollution Prevention Plan has been prepared in accordance with good engineering practices. Qualified personnel properly gathered and evaluated information submitted for this SWP3. The information in this SWP3, to the best of my knowledge, is accurate and complete.



President of the Fairfield County Airport Authority Board

2-11-2019

Date

Copies to:

Airport Manager
Fairfield County Utilities Director (MS4 permit manager)
Fairfield Soil and Water Conservation District
Post copy in Terminal Building I
All Airport Tenants
Airport Web Site

Appendix A

Site Inspection Forms

Facility/Operations Storm Water Inspection Checklist
Quarterly Storm Water Discharge Visual Inspection Form
Annual Site Inspection Form
Spill/Release Incident Reporting Form
Waste Oil Pickup Form
Outfall Number 2 Offsite Easement

FAIRFIELD COUNTY AIRPORT AUTHORITY

Facility/Operations Storm Water Inspection Checklist

Year: _____

Item	Date Completed
Annual Site Inspection	
STORM WATER INSPECTIONS	
Storm Water Visual Inspection	
Storm Water Visual Inspection	
Storm Water Visual Inspection	
Storm Water Visual Inspection	

FAIRFIELD COUNTY AIRPORT AUTHORITY

QUARTERLY STORMWATER VISUAL INSPECTION

Date: _____ Time Storm Event Began: _____

Estimated Total Rainfall for Storm Event: _____

OUTFALL MONITORING (the outfall from the Water Quality Basin):

Monitoring Point #1	Time:			
Color				
Odor				
Clarity				
Floating Solids				
Settled Solids				
Suspended Solids				
Foam				
Oil Sheen				
Characteristics to Monitor:				
Color: yellow, brown, green, gray, etc. and degree of color: none, slightly, very, etc.				
Odor: petroleum, chemical, sulfur, algae, sewage, etc. and degree of odor none, slight, strong, etc.				
Clarity: clear, slightly cloudy, very cloudy				
Floating Solids: yes/ no				
Settled Solids (allow to sit for 5 minutes): yes/no				
Suspended Solids (hold a white piece of paper behind jar to see): yes/no				
Foam: yes/no				
Oil Sheen: yes/no				

Were all samples collected within the first 30 minutes of discharge? Yes/no

If no, when were the samples collected? _____

SITE INSPECTION:

Issue Being Evaluated	Yes	No	N/A	Comments (stains, odors, leaks, trash, etc)
Are stored materials exposed to storm water contact?				
Are oily parts and/or drums exposed to storm water contact?				
Are the loading and unloading areas clean?				
Are areas around containers clean?				
Is the area around the covered salt storage area free of significant salt?				
Is the area around the fuel island and nearest catch basin clean and free of grease, oil, fuel, etc.?				
Is there a buildup of oil and grease in the parking lots or equipment storage areas?				
Are there leaks or stains around drums or aboveground storage tanks?				
Is the drainage swale in the southeast corner of the facility and catch basins clean of debris?				
Are trash cans and dumpsters kept covered?				
Is a stocked spill kit available at the fuel island?				
Are spill containment materials and stocked cleanup kits readily available?				
Is there evidence of soil erosion?				
OTHER OBSERVATIONS:				

Inspected By:

Signature:

FAIRFIELD COUNTY AIRPORT AUTHORITY

ANNUAL SITE INSPECTION FORM

TO BE COMPLETED BY MARCH 1ST EACH YEAR FOR ANNUAL REPORT SUBMITTAL
REVISIONS TO THE SWP3 RECOMMENDED BY THIS INSPECTION TO BE COMPLETED WITHIN 90 DAYS OF INSPECTION

Date/Time: _____ Site: Fairfield County Airport

STORM WATER MONITORING PROGRAM COMPLIANCE

1. Have non-storm water inspections been performed?

YES NO If no, indicate the reason:

2. Have storm water inspections been performed and documented?

YES NO If yes, list dates; if no, indicate reason:

3. Have there been any corrective actions recommended as a result of site inspections?

YES NO If yes, have the actions been included in updates the SWP3?
YES NO N/A If corrective action updates have not been made, indicate reason:

REVIEW SITE SWP3

1. Are there any changes to the site operations/activities?

YES NO

2. Are there any changes to storm water BMPs?

YES NO

3. Are there any changes to potential pollutant sources or activities?

YES NO

4. Are there any changes to storm water program personnel?

YES NO

5. Has employee training been conducted and documented?

YES NO If no, indicate reason:

SITE INSPECTION

1. Are preventive maintenance activities being implemented and documented (catch basins cleaned, parking areas cleaned, etc.)?

YES NO If no, indicate reason:

2. Are housekeeping activities being implemented (covered trash bins, wipe up drips and spills, clean oily parts before storing outside, etc.)?

YES NO If no, indicate reason:

3. Are any special storm water BMPs being implemented (sediment erosion, curbs, spill prevention, etc.)?

YES NO If yes, describe BMP. If no, indicate reason:

4. Have spill prevention and response procedures been implemented and is spill prevention equipment operational and ready (secondary containment, personnel training, inspection of chemical storage areas, etc.)?

YES NO If no, indicate reason:

5. Have sediment erosion controls been implemented?

YES NO If no, indicate reason:

6. Are there any additional storm water controls recommended as a result of the site inspection?

YES NO If yes, describe:

UPDATE STORM WATER POLLUTION CONTROL PROGRAM

1. Have all updates been made to the SWP3?

YES NO If no, indicate reason:

EVALUATION OF EXISTING BEST MANAGEMENT PRACTICES (BMPs)

1. Inspect the facility using this list of existing BMPs:

BMP Description	Existing BMP	New BMP	Implementation Schedule
Water Quality Basin			At SWP3 introduction
Oil/Grease Interceptors			At SWP3 introduction

From the table above, answer the following questions:

1. Do the existing BMPs appear to be effective in reducing the potential for storm water pollution?

YES NO If no, indicate the reason:

2. Are additional BMPs needed to address sources of pollutants at the site (e.g. more frequent inspections of certain areas of operations, changes in operations, etc.)?

YES NO If yes, describe the additional BMPs needed to address sources of pollutants and a time schedule for implementation:

--

GENERAL COMMENTS:

--

Date:	Title:
Name (print):	
Signature	

FAIRFIELD COUNTY AIRPORT AUTHORITY

SPILL / RELEASE INCIDENT REPORTING FORM

Use this form to document any large spill, which defined as follows: any spill/release of a magnitude that causes storm water drains to be plugged during containment or clean-up

Date and time of spill/release:
Location:
Material spilled/released:
Amount spilled/released:
Cause of spill/release:

Description of scene (e.g. contaminated soil, distance from storm basins, if spill/release was contained):

Description of actions taken to clean-up spill/release (e.g. containment methods, where recovered material was placed, how much material was not recovered, remaining actions to be taken):

List of offsite emergency responders contacted:

List of offsite emergency responders at scene:

Action taken to prevent reoccurrence:

Printed Name:	Signature:
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(USE BACK OF FORM FOR ADDITIONAL SPACE AS NEEDED)

FAIRFIELD COUNTY AIRPORT AUTHORITY

SPILL / RELEASE INCIDENT REPORTING FORM Additional Information

Ohio EPA Spill Reporting 1-800-282-9378

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FAIRFIELD COUNTY AIRPORT AUTHORITY

WASTE OIL PICK-UP FORM

DATE: _____

COMPANY _____

NAME (Please Print) _____

SIGNATURE _____

FAIRFIELD COUNTY AIRPORT AUTHORITY

WASTE OIL PICK-UP FORM

DATE: _____

COMPANY _____

NAME (Please Print) _____

SIGNATURE _____

FAIRFIELD COUNTY AIRPORT AUTHORITY OFFSITE DRAINAGE EASEMENT FOR OUTFALL NUMBER 2

vs. 606¹⁵²

EASEMENT

KNOW ALL MEN BY THESE PRESENTS THAT, in consideration of One Dollar (\$1.00) and other good and valuable consideration paid to EUGENE F. LANUZZA AND RUTH ANN LANUZZA, Husband and Wife, whose address is 1884 Martinsburg Road, Union, Ohio 43080, hereinafter referred to as Grantors, by the BOARD OF COMMISSIONERS OF FAIRFIELD COUNTY, OHIO, hereinafter referred to as Grantee, the receipt of which is hereby acknowledged, Grantors do hereby grant, bargain, sell, transfer and convey unto the Grantee, its successors and assigns, an exclusive perpetual easement together with the right to erect, construct, install, lay, and thereafter use, operate, inspect repair maintain, replace, and remove a storm sewer main or mains and appurtenances, including the installation and maintenance of service connections and pipes, setting and maintaining all appurtenances and the making of all repairs to the mains, services and appurtenances connected therewith that in the opinion of the Grantee may be necessary at any time, also to disconnect any service or main, or to do any other thing that may be necessary or advisable in the judgment of the Grantee, its successors and assigns, in order to maintain, operate or remove said mains, connections, pipes, and appurtenances, over, across, and through the land of Grantors, situated in the State of Ohio and County of Fairfield, said exclusive, perpetual easement being described as follows:

Situated in the State of Ohio, Fairfield County, Greenfield Township, Township 15, Range 19, Section 28, and being described as follows:

Beginning at an axle (found) being, by previous survey, North 00° 07' West 719.46 feet, thence North 00° 09' 00" West 854.92 feet, thence North 89° 56' 00" West 434.88 feet from the Southeast corner of the Northeast Quarter of Section 28, thence South 00° 09' 00" East 748.0 feet to a point in the stream; thence North 89° 56' 00" West 20.00 feet to a point; thence North 00° 09' 00" West 648.0 feet to a point; thence North 45° 02' 30" West 141.69 feet to a point on the north property line; thence with the north property line, South 89° 56' 00" East 120.00 feet to the point of beginning, containing 0.458 acres more or less.

In addition, Grantors grant to Grantee, its successors and assigns, a temporary construction easement over, across, and through the land of Grantors which is described as follows:

Situated in the State of Ohio, Fairfield County, Greenfield Township, Township 15, Range 19, Section 28, and being described as follows:

Beginning at an axle (found) being, by previous survey, North 00° 07' West 719.46 feet, thence North 00° 09' 00" West 854.92 feet, thence North 89° 56' 00" West 434.88 feet from the Southeast corner of the Northeast Quarter of Section 28, thence South 00° 09' 00" East 748.0 feet to a point in the stream; thence North 89° 56' 00" West 20.00 feet to a point; thence North 00° 09' 00" West 748.0 feet to a point; thence South 89° 56' 00" East 20.00 feet to the point of beginning, containing 0.515 acres more or less.

The consideration hereinabove recited shall constitute payment in full for any damages to the land of Grantors, their heirs and assigns, by reason of the installation, operation, maintenance, and removal of the structures or improvements referred to herein. Grantee, its successors and assigns, agrees to maintain this easement in good repair so that no unreasonable damage will result from its use to the adjacent land of Grantors, their heirs and assigns. If any damage is caused to Grantor's property by Grantee's exercise of its rights under this easement,

FAIRFIELD COUNTY



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

JOURNAL DETAIL 2024 6 TO 2024 6

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
---------------	-----------------	----------------	--------------	--------------	--------------	------------------	----------

80780000 AIRPORT OPERATIONS

80780000 530000 CONTRACTUAL SERVIC	175,000	177,915	86,293.60	2,786.33	89,599.43	2,021.92	98.9%
2024/06/000011 06/03/2024 API	187.76 VND	074480 PO 24000527	A T & T INC	monthly phone services	4/20-5/	5402117	
2024/06/000305 06/10/2024 API	200.00 VND	001281 PO 24000328	PORTA KLEEN	rental for portable toilet	5/2	5402487	
2024/06/000697 06/17/2024 API	442.09 VND	003668 PO 24000338	LOCAL WASTE SERVICE	trash disposal for Airport	6/2	5403192	
2024/06/000697 06/17/2024 API	1,956.48 VND	005790 PO 24000345	OHIO DEPT OF TAXATIO	sales tax for fuel sales	5/1-5	5403214	

80780000 541001 ELECTRIC/UTILITIES

80780000 543000 REPAIR AND MAINTEN	100,000	113,909	19,184.46	3,934.59	37,254.39	57,470.35	49.5%
2024/06/000011 06/03/2024 API	66.23 VND	003823 PO 24000481	NORTHEAST OHIO NATUR	3430 OLD COLUMBUS RD	4/5-5/14	5402111	
2024/06/000011 06/03/2024 API	57.90 VND	003823 PO 24000481	NORTHEAST OHIO NATUR	3383 OLD COLUMBUS RD	4/5-5/14	5402112	
2024/06/000011 06/03/2024 API	57.14 VND	003823 PO 24000481	NORTHEAST OHIO NATUR	3383 OLD COLUMBUS RD	4/5-5/14	5402113	
2024/06/000697 06/17/2024 API	104.13 VND	023650 PO 24000516	FAIRFIELD CO UTILITI	3383 OLD COLUMBUS RD	- 4/30-5/	5403289	
2024/06/000697 06/17/2024 API	104.13 VND	023650 PO 24000516	FAIRFIELD CO UTILITI	3430 OLD COLUMBUS RD	5/1-5/31/	5403290	
2024/06/001055 06/24/2024 API	156.95 VND	001373 PO 24000469	SOUTH CENTRAL POWER	MOP ASOS	5/7-6/7	5403703	
2024/06/001055 06/24/2024 API	285.70 VND	001373 PO 24000469	SOUTH CENTRAL POWER	TERMINAL 2	5/7-6/7/24	5403704	
2024/06/001055 06/24/2024 API	333.86 VND	001373 PO 24000469	SOUTH CENTRAL POWER	TERMINAL RUNWAY LIGHTS	5/7-6/7	5403705	
2024/06/001055 06/24/2024 API	46.35 VND	001373 PO 24000469	SOUTH CENTRAL POWER	3383 COLUMBUS LANCASTER RD	5/7	5403706	
2024/06/001055 06/24/2024 API	96.70 VND	001373 PO 24000469	SOUTH CENTRAL POWER	HANGAR G	5/7-6/7/24	5403707	
2024/06/001055 06/24/2024 API	100.57 VND	001373 PO 24000469	SOUTH CENTRAL POWER	HANGAR P	5/7-6/7	5403708	
2024/06/001055 06/24/2024 API	162.10 VND	001373 PO 24000469	SOUTH CENTRAL POWER	HANGAR Q	5/7-6/7	5403709	
2024/06/001055 06/24/2024 API	75.67 VND	001373 PO 24000469	SOUTH CENTRAL POWER	HANGAR F	5/7-6/7	5403710	
2024/06/001055 06/24/2024 API	110.24 VND	001373 PO 24000469	SOUTH CENTRAL POWER	HANGAR O	5/7-6/7	5403711	

80780000 553000 COMMUNICATIONS/TEL	2,100	2,288	187.84	.00	.00	2,100.00	8.2%
2024/06/000011 06/03/2024 API	50.99 VND	008908 PO 24000496	MID STATE TIRE CO	IN REPAIR MR 14/15 TUBE	TRL3 VALV	5402139	
2024/06/000310 06/10/2024 API	443.60 VND	006709 PO 24000493	SUPERIOR PETROLEUM	E repairs to fuel pumps	5/29/24	5402529	
2024/06/000697 06/17/2024 API	3,440.00 VND	049980 PO 24000521	JESS HOWARD ELECTRIC	service call/repairs		5403294	

80780000 554000 ADVERTISING	2,000	2,000	1,035.57	265.97	364.43	600.00	70.0%
2024/06/000487 06/13/2024 API	265.97 VND	017876 PO 24000513	GANNETT MEDIA CORP	advertising for Lanc Eagle	Gaz	5403069	
80780000 558000 TRAVEL REIMBURSEME	200	213	12.84	.00	150.00	50.00	76.5%

FAIRFIELD COUNTY



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

JOURNAL DETAIL 2024 6 TO 2024 6

ACCOUNTS FOR : AIRPORT OPERATIONS 7800	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
80780000 560000 MATERIALS & SUPPLI	25,000	24,967	2,209.38	1,294.28	13,023.30	9,734.61	61.0%
2024/06/000011 06/03/2024 API	38.15 VND 014612 PO 24000503						5402152
2024/06/000011 06/03/2024 API	129.75 VND 014612 PO 24000503						5402153
2024/06/000305 06/10/2024 API	1,024.93 VND 001511 PO 24000472						5402495
2024/06/000305 06/10/2024 API	101.45 VND 071270 PO 24000524						5402635
80780000 561000 GENERAL OFFICE SUP	500	500	.00	.00	100.00	400.00	20.0%
80780000 562600 FUEL (GASOLINE/DIE	525,000	525,000	246,363.71	68,709.81	153,636.29	125,000.00	76.2%
2024/06/000305 06/10/2024 API	26,274.03 VND 005545 PO 24000560						5402516
2024/06/000305 06/10/2024 API	42,1435.78 VND 005545 PO 24000560						5402516
80780000 574000 EQUIPMENT, SOFTWAR	10,000	10,000	.00	.00	.00	10,000.00	.0%
80780000 574300 FURNITURE & FIXTUR	5,000	5,000	.00	.00	.00	5,000.00	.0%
80780000 590310 REFUNDS OF HANGAR	3,000	3,000	225.00	.00	.00	2,775.00	7.5%
TOTAL AIRPORT OPERATIONS	877,800	896,793	366,603.05	78,748.65	309,438.27	220,751.88	75.4%
TOTAL AIRPORT OPERATIONS	877,800	896,793	366,603.05	78,748.65	309,438.27	220,751.88	75.4%
TOTAL EXPENSES	877,800	896,793	366,603.05	78,748.65	309,438.27	220,751.88	