

Warren County Port Authority

Meeting Minutes
June 4, 2007

Opening:

The regular meeting of the Warren County Port Authority was called to order at 5:10 pm on June 4, 2007 in the Warren County Administration Building, Room 128 B by Kimm Coyner.

Present:

Warren County Port Authority Board Members: Dave Gully, Ken Weiss, Geoff Hearsum, Greg Ficke, Steve Wilson and Doug McNeill

Warren County Economic Development Staff: Kimm Coyner and Martin Russell

Other Attendees: Terry Banker and Lyle Jones

A. Approval of Agenda

The agenda and additional resources were distributed to the board for review and consideration without disapproval.

B. Approval of Minutes

A motion was offered by Steve Wilson and seconded by Geoff Hearsum to accept the minutes of the Warren County Port Authority's Board Meeting on May 7, 2007 as written and introduced. The motion passed with a unanimous voice vote.

C. Old Business

There was no old business brought for discussion

D. New Business

- Kimm Coyner and Martin Russell presented the Board with a comparison of services, fees and budgets used by other regional port authorities during their first year of operation. Staff also presented the Board quotes for services submitted for review/consideration as the Warren County Port Authority considers budget needs/requests.
- The Board discussed and agreed to have staff prepare a "Launch" budget for review and possible presentation to the Warren County Board of Commissioners. The budget should consist of potential costs associated with general legal counsel, public officials insurance, audit/accounting services and miscellaneous expenses.

The motion to direct staff to prepare a “Launch” budget was offered by Steve Wilson, seconded by Doug McNeill and passed by unanimous voice vote.

E. Agenda for Next Meeting

The Warren County Port Authority Board requested the port’s staff to create/research the following information/questions prior to the next meeting.

- “Launch” budget using appropriate fees needed to secure:
 - General Counsel
 - Public Officials Liability Insurance
 - Audit/Accounting Services
 - Miscellaneous Expenses
- Research the ability/willingness of Warren County Auditor, Nick Nelson, to maintain the books for the Warren County Port Authority.
- Research why Butler County Port Authority’s first year’s budget for general counsel was significantly higher than the fee quoted to the Warren County Port Authority.
- Reaffirm the next Board meeting for Monday, June 18, 2007 for 5:00 pm at the Warren County Administration Building, Room 128 B and established the subsequent meeting to be held on July 18, 2007 at the same time and location.

Adjournment:

A motion to adjourn was made by Dave Gully, seconded by Ken Weiss and passed by a unanimous voice vote. The Warren County Port Authority Board Meeting adjourned at 5:50 pm. The next general meeting will be at 5:00 pm on June 18, 2007 in room 128 B, Warren County Administration Building.

Minutes submitted by: Martin Russell

Approved by: Kimm Coyner