

Warren County Port Authority

Meeting Minutes

March 1, 2010

Opening:

The meeting of the Warren County Port Authority was called to order at 5:05 pm on March 1, 2010 in the Warren County Administration Building, Room 128B by Warren County Port Authority Chairman Greg Sample.

Present:

Warren County Port Authority Board Members: Mr. Ficke, Mr. Hearsum, Mr. McNeill, Mr. Sample and Mr. Wilson

Warren County Economic Development Staff: Kimm Coyner and Martin Russell

Other Attendees:

Sean Fraunfelter - Warren County Port Authority Contract Account

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 Mr. Hearsum and seconded Mr. McNeill to accept the January 25, 2010 minutes as presented by staff. The motion passed with a unanimous voice vote.**

C. Executive Director's Report

- Executive Director Kimm Coyner requested Sean Fraunfelter, the Warren County Port Authority's Contract Accountant, to give the Port an update on any financial reports. Mr. Fraunfelter stated that the information had not been disseminated by 5/3 Bank at the time of the meeting and that he did not have financial report to share.

D. Old Business

- Executive Director Kimm Coyner requested Sean Fraunfelter to give the Port Board an update on the Port's audit. Mr. Fraunfelter stated that the State of Ohio was conducting the audit themselves and should begin on March 21, 2010. He stated that the audit should last no more than two weeks and not exceed over \$4,000.
- Executive Director Kimm Coyner requested nominations for Port Board officers and to renew the four year terms held by Mr. Sample and Mr. McNeil. **A motion was made by Mr. Wilson and seconded by Mr. Hearsum to appoint Greg Sample and Doug McNeil to new four year terms on the Warren County Port Authority Board effective March 2010. The motion passed with a unanimous voice vote. A motion was offered by Mr.**

Wilson and seconded by Mr. Ficke to appoint Mr. Sample as Chairman of the Warren County Port Authority, Mr. Wilson Vice-Chairman of the Warren County Port Authority and Mr. Hearsum as Treasurer of the Warren County Port Authority. The motion passed with a unanimous voice vote.

E. New Business

- Executive Director Kimm Coyner discussed Warren County Port Authority Resolution #2010-01. This resolution would authorize the Port to transfer a portion of the Federal Recovery Zone Economic Development Bond Volume Cap to the City of Middletown. The request was made by the City of Middletown in reference to the Greentree Academy project and because the City of Middletown had legislatively obligated their general revenue funds to this project. The City believed this would afford the project a lower interest rate. **A motion was offered by Mr. Wilson and seconded by Mr. Hearsum to approve Resolution No. # 2010-01 authorizing the assignment of a portion of the federal recovery zone economic development bond volume cap allocation to the City of Middletown. The motion passed with a unanimous voice vote, Mr. McNeill abstaining.**

Adjournment:

At 5:19 pm, a motion was made by Mr. Wilson and seconded by Mr. Ficke to adjourn the meeting of the Warren County Port Authority. The next Warren County Port Authority meeting will be at 5:00 pm on April 5, 2010 in room 128 B, Warren County Administration Building.

Minutes submitted by: Martin Russell

Approved by: Kimm Coyner