

Warren County Port Authority

Meeting Minutes

January 31, 2014

Opening:

The meeting of the Warren County Port Authority was called to order at 12:12 pm on January 31, 2014 at the Warren County Administration Building, Room 332 by Warren County Port Authority Executive Director Martin Russell.

Present:

Warren County Port Authority Board Members: Mr. Bolton, Mr. Ficke, Mr. Gully, Ms. Hreben, Ms. Reindl-Johnson, and Mr. Wilson

Warren County Economic Development Staff: Martin Russell and Matt Schnipke

Other Attendees: Larry Hollingshead – Warren County Resident

Caleb Bell – Bricker and Eckler

A. Approval of Agenda

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

B. Approval of Minutes

- **The minutes of the September 27th, October 18th and December 16th, 2013 meetings were unable to be passed because the attendees at the January meeting did not directly correlate with those who were present in the previous Port meetings.**

C. Executive Director's Report

- Executive Director Martin Russell stated the term of Ms. Hreben's and Mr. Sample's service would be expiring in March. He asked if the Board wished to elect both Ms. Hreben and Mr. Sample to an additional term. **Ms. Reindl-Johnson made a motion, seconded by Mr. Gully, to elect Ms. Hreben and Mr. Sample to an additional term of service. The motion passed with a unanimous voice vote.**
- Executive Director Martin Russell introduced the Warren County Office of Economic Development's new staff member Matt Schnipke. He requested the Board instate Mr. Schnipke as Secretary of the Port Authority. **Mr. Gully made a motion, seconded by Ms. Hreben, to appoint Matt Schnipke as the Secretary of the Port Authority. The motion passed with a unanimous voice vote.**

- Executive Director Martin Russell and Mr. Caleb Bell explained a new piece of legislation, Senate Bill 134, to the Board. The Bill focuses on reducing the ability of foreign jurisdictions to complete a project that can be offered for the same or better price by a local jurisdiction. Currently, if a foreign jurisdiction wishes to complete a project, the local jurisdiction may never be notified, thus losing the opportunity to make a bid. Mr. Bell requested the Port Board make a motion of approval for the Bill which could be used for advocacy. **Mr. Ficke made a motion, seconded by Ms. Hreben, to offer support for Senate Bill 134. The motion passed with a unanimous voice vote.**
- Executive Director Martin Russell requested that the Board approve a credit card for staff use while traveling or conducting business activities in association with the Port Authority. Currently, all staff expenditures must be personally paid for then reimbursed. The credit card would be for staff convenience, and all transactions will be approved by Port accountant Sean Fraunfelter. **Mr. Ficke made a motion, seconded by Ms. Hreben, to allow a staff credit card for costs associated with Port Authority business. The motion passed with a unanimous voice vote.**

D. Old Business

- None

E. New Business

- Item B of new business was moved in front of Item A so Mr. Bolton could leave discussions regarding Port Resolution #2014-01. Executive Director Martin Russell stated the Port will need to create a special fund for the Warren County Chamber Alliance. This fund will be necessary for future events, and is needed immediately for the Chamber Alliance's March 12th event. **Ms. Reindl-Johnson made a motion, seconded by Mr. Bolton, to create a special fund for the Warren County Chamber Alliance. The motion passed with a unanimous voice vote.**
- Mr. Russell requested the Port Board approve Port Resolution #2014-01, a resolution authorizing the execution of a ground lease, project lease and other items between the Warren County Port Authority and ADVICS Manufacturing Ohio, Inc. for a 60,000 square foot expansion of the existing building in Lebanon. This addition would total a \$100 million investment by ADVICS, and would create an estimated 100 jobs. **Ms. Hreben made a motion, seconded by Ms. Reindl-Johnson, to approve Port Resolution #2014-01 as presented. Mr. Bolton left the meeting prior to the presentation of Port Resolution #2014-01. The motion passed unanimously using a roll call vote of all present members.**

F. Executive Session

- None

Adjournment:

At 12:44 pm, Ms. Reindl-Johnson made a motion, seconded by Mr. Gully, to adjourn the meeting of the Warren County Port Authority. The next Warren County Port Authority meeting is scheduled for March 17, 2014 unless otherwise changed by need or lack of business.

Minutes submitted by: Matt Schnipke

Approved by: Martin Russell