

PORTAGE COUNTY PORT AUTHORITY (PCPA)

BOARD OF DIRECTORS

September 10, 2019, 2:00 p.m.

Portage County Port Authority/Portage Development Board Office  
217 S. Chestnut St., Ravenna

Directors Present: Bellino, Dominic; Dix, David; Hawke, Constance; Kohl II, Jack; Kovacich, John; Ryan, John (Chairman)

Directors Absent: Cotten, Lisa Anne

Others Present: Ehrhart, Bradford (Ex-Officio and Portage Development Board); Fierle, Diana (Secretary-Treasurer); Trask, Julie (Portage Development Board)

Meeting was called to order at 2:00 p.m. after a quorum was achieved.

**Approval of Minutes/Legal Notice**

- A motion was made by Mr. Dix and seconded by Mr. Kohl to approve the minutes from the June 4, 2019 PCPA Board of Directors meeting. All were in favor and the motion passed.

**Reports and Communication**

- A Legal Notice for today's meeting was published in *The Record Courier* on September 1, 2019.
- Secretary-Treasurer - Diana Fierle
  - Ms. Fierle presented the Board with the following bank reconciliations (attached).
    - Money Market account has a balance of \$129,948.47.
    - Checking Account:
      - CL Acquisition project deposit of \$42,500. PDB received \$10,625 (25%).
      - As of August 31, \$127,986.33 is in this account.
    - Special Activities Account is at \$530.87.
    - Total for all accounts as of August 31 is \$258,465.67.
  - Ms. Fierle presented the Board with the PCPA 2019 Budget as of August 31, 2019 (attached). Numbers on the bottom of the report match the Treasurer's Report for a balance of \$258,465.67.
  - A motion was made by Mr. Bellino and seconded by Mr. Kovacich to accept all financial statements as presented to the Board. All were in favor and the Motion passed.
- PDB President's Report – Brad Ehrhart
  - Items discussed included:
    - New hotel project in Kent.
    - Canadian company looking to startup at Chestnut Commerce Center. This is a potential Port project if funding can be obtained.
    - A Hudson company that builds and sells reverse auction software is looking to move to Kent and increase employment by approximately 14 people.
    - Project turn-over has been relatively slow this year compared to 2017 and 2018.
    - Atlantic Water Gardens is looking to expand.

- The property at 1777 Miller Parkway in Streetsboro is still being considered by potential buyers.
  - Hiring in Portage County remains the number one priority.
  - Tariffs are a major stumbling block for companies.
- Legal Counsel, Chris Meduri had no new information to report to the Board.
- Finance/Audit Committee – Dominic Bellino
  - A discussion was held regarding the Portage County Improvement Corporation (PCIC) Audit. A copy of the Notification of Filing of Audit Report and letter from Auditor of State Keith Faber are attached.
  - By law, PCIC must be audited, even if there are no assets.
  - A motion was made by Mr. Kohl and seconded by Ms. Hawke to accept the Audit as presented. All were in favor and the Motion passed.
- No reports were given from the Standing Committee or the Special Committee.

### **Discussion**

- A discussion was held regarding sale/development ideas for the Portage County Port Authority Ravenna Property. Ideas discussed included:
  - Main focus is to help shape the plans of the land.
  - Sell the property.
  - Find investors to development the property.
  - Zoning: commercial or residential?
  - Possible manufacturing site.
  - Promoting and marketing the property via PCPA website.
  - Possible partnership with CIC and the City of Ravenna.
  - Involvement of Economic Development Director for the city, when hired.
  - Development of a park, community gardens, soccer fields, etc., for public use.
  - Is it appropriate for PCPA to determine the use of the land?
  - Some type of institutional building.
  - Carrying cost of keeping the land.
  - City government/County government offices.
  - Combination building/green space.
  - Senior citizen, health care, or government facility.
  - Land is currently valued at \$470,000 on the Auditor's website and it is "shovel ready."

### **Consideration of Sponsorship for PDB Produced in Portage Event**

- After discussion, a motion was made by Mr. Bellino and seconded by Mr. Kovacich to approve PCPA sponsorship of the PDB Produced in Portage Event of \$250.00. All were in favor and the Motion passed.

### **Miscellaneous**

- The Board was presented with the Official Certificate of Estimated Resources from the Portage County Budget Commission certifying funds (attached).

There being no further business to come before the Board of Directors, the meeting of September 10, 2019, a motion was made by Mr. Dix and seconded by Mr. Kovacich, to adjourn. All voted in favor and the meeting adjourned at 2:40 p.m.

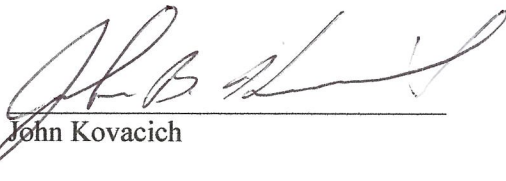
We do hereby certify that the foregoing is a true and correct record of the Portage County Port Authority Board of Director's regular meeting on September 10, 2019.

\_\_\_\_\_  
Constance Hawke



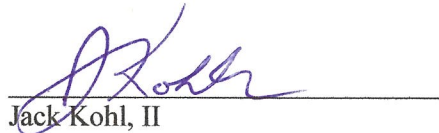
Dominic Bellino, Vice-Chairman

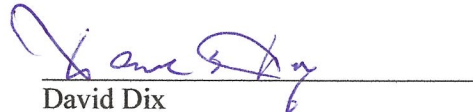
Absent  
\_\_\_\_\_  
Lisa Anne Cotten



John Kovacich

  
John Ryan, Chairman

  
Jack Kohl, II

  
David Dix

  
Diana Fierle, Secretary/Treasurer