

**Portage County Port Authority (PCPA)
Board of Directors
Meeting Minutes**

**June 14, 2022 @ 2:00 p.m.
Kent Free Library, 312 W. Main St., Kent**

Directors Present: Kovacich, John (Vice Chairman); Ryan, John (Chairman); Dix, David; O'Malia Patrick; Kohl II, Jack

Directors Absent: Cotten, Lisa; Hawke, Constance

Others Present: Meduri, Christopher (Portage County Prosecutor's Office); Sarkis, George (Roetzel & Andress by phone); Ehrhart, Bradford (Ex-Officio and Portage Development Board); Pope, Lydia (Portage Development Board, Assistant Secretary); Fierle, Diana (Secretary-Treasurer)

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

Approval of Minutes

A motion was made by Mr. Dix and seconded by Mr. Kovacich to approve the minutes from the April 20, 2022 PCPA Board of Directors Special meeting. All voted in favor and the motion passed.

Public Comment

There was no public comment.

Public Hearing

A motion was made by Mr. Kohl II to recess from the Portage County Port Authority meeting and enter into the 2023 Tax Budget Public Hearing, seconded by Mr. Kovacich. All voted in favor and the motion passed.

Mr. Ryan called the Public Hearing to order at 2:05PM.

Ms. Fierle stated the Public Hearing notice was advertised in the Record Courier on May 29, 2022, along with on the Portage County Port Authority website.

Ms. Fierle stated the Public Hearing is being held to hear public comment regarding the PCPA proposed fiscal year 2023 Tax Budget which has been on display at the PCPA office and the Portage County Auditor's office

A motion was made by Mr. Kohl II to exit the 2023 Tax Budget Public Hearing and enter into the Port Authority Board of Directors meeting, seconded by Mr. Dix. All voted in favor and the motion passed. There was no action. The resolution will be presented later in the Board of Directors meeting.

Reports and Communication

- *Chairman, John Ryan*
 - The board meeting was advertised in the Record Courier on May 29, 2022.

- *Secretary/Treasurer Diana Fierle*
 - Ms. Fierle discussed the port bank accounts, treasurer reports and the budget report. A motion was made by Mr. O'Malia to accept the financial reports as presented, seconded by Mr. Dix. All voted in favor and the motion passed.

 - Ms. Fierle discussed the "draft" 2023 Tax Budget. She stated that was just discussed in the public hearing. A motion was made by Mr. Kohl II to approve the 2023 Tax Budget as presented, seconded by Mr. O'Malia. All voted in favor and the motion passed.

Discussion –

Economic Development Projects

Mr. Ehrhart discussed four of the projects that PDB and the Port Authority are working on. Mr. O'Malia advised the port directors that Aurora Plastic's CRA agreement passed Streetsboro City Council's first reading last night. Without any further discussion we moved on and continued the meeting.

Executive Session was not needed.

Old Business

Mr. Sarkis from Roetzel stated that our 3 port authority projects are in the closing process. Each company is reviewing the documents he prepared for them, and he expects closing to be in approximately 30 days.

Consideration of New Resolutions and Motions

- The Portage Development Board is requesting 25% of what the port authority receives as revenue from the sale of the Ravenna property which is being sold to the City of Ravenna. This would be after payment of seller expenses and payment to the Ravenna Board of Education. **A motion was made by Mr. Kohl II to approve Resolution #22-013, seconded by Mr. Kovacich. All voted in favor and the motion passed.**
- **Americana Development DBA Martin Wheel** – Company is in the project closing process. A resolution authorizing, acquiring, constructing and otherwise improving “Port Authority Facilities” within the meaning of Section 4582.21, Ohio Revised Code by the Portage County Port Authority for the benefit of Americana Development, Inc., DBA Martin Wheel Co., or its assigns; authorizing the execution and delivery of a Ground Lease; authorizing the execution and delivery of a Lease of those port authority facilities and the site thereof to provide for funds to pay for improvements; authorizing the execution and delivery of a Construction Agency Agreement; authorizing the execution and delivery of such other agreements and instruments to provide for those improvements; and authorizing and approving related matters. **A motion was made by Mr. Kohl II to approve Resolution # 22-010, seconded by Mr. Dix. All voted in favor and the motion passed.**
- **Project – PCPA Property in Ravenna – Purchase Agreement** – A Resolution approving the sale of the Real Property known as 345 East Main Street, Ravenna, Ohio from the Portage County Port Authority to the City of Ravenna and authorizing the execution of the Real Estate Purchase Agreement, Deed and closing documents. **A motion was made by Mr. Dix to approve Resolution #22-011, seconded by Mr. O'Malia. All voted in favor and the motion passed.**
- A Resolution appointing Lydia Pope as Assistant Secretary to the Portage County Port Authority for 2022. **A motion was made by Mr. O'Malia to approve Resolution #22-012, seconded by Mr. Kohl II. All voted in favor and the motion passed.**

Journal Entries

None

Correspondence and Articles

Certification of County Auditor That the Total Appropriation from Each Fund Do Not Exceed the Official Estimate of Resources and Amended Official Certificate of Estimated Resources. **A motion to accept was made by Mr. Dix to the document as presented, seconded by Mr. Kovacich. All voted in favor and the motion passed.**

Other

None

- PCPA meetings have been scheduled December 13, 2022 at 2:00PM, (with the Finance-Audit Committee meeting at 1:30 p.m). All meetings for 2022 will be held at the Kent Free Library.

There being no further business to come before the Board of Directors meeting of June 14, 2022, a motion was made by Mr. Kohl II and seconded by Mr. Kovacich, to adjourn. All voted in favor and the meeting adjourned at 2:35p.m.

We do hereby certify that the foregoing is a true and correct record of the Portage County Port Authority Board of Director's Special meeting on June 14, 2022.

Constance Hawke

John Ryan, Chairman

Patrick O'Malia

Jack Kohl II

Lisa Anne Cotten

David Dix

John Kovacich, Vice-Chairman

Diana Fierle, Secretary/Treasurer