

The Board of Directors of the Portage County Port Authority met in a regular meeting in the Portage Development Board/Portage County Port Authority office located at 217 S. Chestnut Street in Ravenna, Ohio on Tuesday, September 1, 2015 at 2:00 PM with the following members present:

David Dix  
Jack Kohl II

Neil Mann Jr.,  
James Wyatt, Jr.

**Absent:** T.N. Bhargava, Dominic Bellino, Thomas V. Chema

**Also present:** Steve Kasarnich, Board Member of Development Finance Authority of Summit County; Tom Wilke, City of Kent; Brad Ehrhart, Portage Development Board; Diana Fierle, Secretary/Treasurer

Chairman Jack Kohl called the September 1, 2015 meeting to order approximately 2:10 PM and welcomed everyone to the meeting.

**Meeting Minutes -** *A motion was made by Mr. Kohl to approve the meeting minutes for the regular meeting of March 19, 2015, seconded by Mr. Mann. All voted in favor and the motion carried.*

**Meeting Notice:** Ms. Fierle stated the meeting legal notice was advertised in the Record Courier on Sunday, August 23, 2015.

**Financials:** Ms. Fierle explained the Treasurer's report (income and expenses) and budget report as of July 31, 2015 and the amounts in our bank accounts. Ms. Fierle stated that some money had been spent during August that was not yet on the Treasurer's report including the check to Kent State University for the sale of the land for the Kent road project. *A motion was made by Mr. Dix to approve the financial statements, seconded by Mr. Mann. All voted in favor and the motion carried.*

*A motion was made by Mr. Dix to approve the budget report as presented, seconded by Mr. Mann. All voted in favor and the motion carried.*

**Legal Counsel report:** No Report, Attorney Smith was not able to attend the meeting.

**Finance/Audit Committee report:** No report, Mr. Bellino was not able to attend the meeting.

## DISCUSSION

**Responsible Contractor Speaker** – Mr. Steve Kasarnich, Board Member of the Development Finance Authority of Summit County and also Trustee of the Ohio Carpenters Pension & Annuity Fund.

Mr. Kasarnich gave a presentation regarding Responsible Contractors and also distributed materials and resolutions being approved by other port authorities. The directors thanked Mr. Kasarnich for all his information and plan to review the documents given to them today. Chairman Kohl asked Ms. Fierle to set up a meeting with Chris Burnham of the Development Finance Authority of Summit County.

**Brad Ehrhart, President of Portage Development Board Report** – Mr. Ehrhart gave a brief report on projects the Portage Development is working so far during 2015. He stated that we are working closely with NDS and some real estate people on some projects. The summer has been fairly busy. Chairman Kohl stated that Brad has been very helpful with some projects that he is working on. Mr. Ehrhart also stated that our funding request to the Portage County Commissioners is coming soon. Chairman Kohl stated that if the directors have time and see the Board of Commissioners they should bend their ear some and let them know what an asset PDB is to the county and the Port Authority.

**College Town Kent, Parcel D** – At the request of Mr. Branscomb of Fairmount Properties, this item was removed from the port authority agenda until further notice. Ms. Fierle stated she will probably need to call a special meeting for this project at a later date.

### **Ravenna Property**

**Update** - The PCPA sub-committee for the Ravenna Learning Center project met on August 10, 2015. Chairman Kohl stated that it continues to be very important that we pursue the educational facility at the site. Mr. Dix and others continue to have the discussion with Stark State. It was asked at the meeting where we go next. The group decided to see if we can get The Gateway Group to spearhead this project. Mr. Kohl stated that he has since talked to them and that they have sent us back a proposal. Everyone received a copy of the proposal before the meeting. It has since been sent to Attorney Smith for her comments. Ms. Fierle followed up with an e-mail but she has not received anything from Attorney Smith. There were several comments including a comment from Mr. Dix stating he would like to see regular reporting on the progress so we now if we should continue. He stated it's a lot of money to spend, but he feels we will get a lot more attention from the Gateway Group on this project. Chairman Kohl stated he doesn't know anyone else more uniquely qualified to do the project. Mr. Wyatt stated he is all for the contract. Chairman Kohl stated a couple concerns that Mr. Bellino had, but also stated we have to do something. *A motion was made by Mr. Wyatt to approve this contract subject to review from the Portage County Prosecutor's Office, seconded by Mr. Dix. All voted in favor and the motion carried.*

Ms. Fierle stated that she will follow up with our legal counsel regarding the agreement and a contract. Chairman Kohl stated that he would have The Gateway Group report regularly to the Portage Development Board who will send the PCPA directors the updates.

### **CONSIDERATION OF NEW RESOLUTIONS AND MOTIONS**

**Appointment of Taylor Daniel as Assistant Secretary-Treasurer of the Portage County Port Authority.** Ms. Fierle stated that she can sometime use the assistance of another person on port authority business. As Deborah Mazanec trained her, she would like to cross train Ms. Daniel to perform port authority duties as needed. Mr. Ehrhart asked if Taylor would need to attend Sunshine Law training and Mr. Fierle stated yes she would. We both have to attend in 2016. *A motion was made by Mr. Dix to appoint Ms. Daniel as Assistant Secretary-Treasurer, seconded by Mr. Mann. All voted in favor and the motion carried.*

Chairman Kohl approved the sharing of a half page ad in the Record Courier with the Portage Development Board at a cost of \$229. A motion was made by Mr. Wyatt to approve the ad, seconded by Mr. Mann. All vote in favor and the motion carried with Mr. Dix abstaining.

Ms. Fierle informed the directors about a lien that was placed on the port authority assets due to the fact that Kent State University didn't pay a sub-contractor approximately \$9,000 owed to them for the KSU project. The lien was in place for a couple days. The sub-contractor has been paid and the lien was removed. We have received the release of the lien.


Chairman Kohl stated the next scheduled meeting is December 1, 2015.

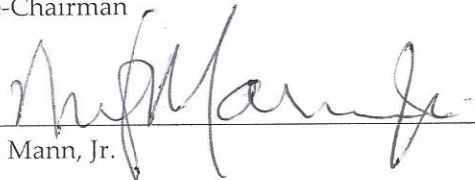
There being no further business to come before the Board, the meeting of September 1, 2015 adjourned at 3:00PM. We do hereby certify that the foregoing is a true and correct record of the Portage County Port Authority Board of Directors' regular meeting on September 1, 2015.

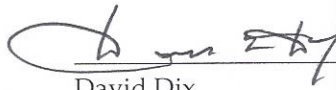
Absent  
T.N. Bhargava

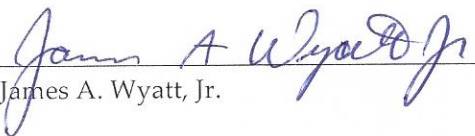
Absent  
Thomas V. Chema

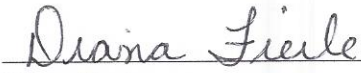
Absent  
Dominic Bellino  
Vice-Chairman

  
\_\_\_\_\_  
Jack Kohl II  
Chairman

  
\_\_\_\_\_  
Neil Mann, Jr.

  
\_\_\_\_\_  
David Dix

  
\_\_\_\_\_  
James A. Wyatt, Jr.

  
\_\_\_\_\_  
Diana Fierle  
Secretary-Treasurer