

Warren County Port Authority

Meeting Minutes

April 15, 2013

Opening:

The meeting of the Warren County Port Authority was called to order at 5:07 pm on April 15, 2013 at the Warren County Administration Building, Room 332 by Warren County Port Authority Chairman Greg Sample.

Present:

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

Warren County Economic Development Staff: Martin Russell

Other Attendees:

Tom Ariss – Warren County Commissioner

Caleb Bell – Bricker and Eckler

Christine Hilbert – CESO, Inc.

Larry Hollingshead – Warren County Resident

Pat South – Warren County Commissioner

Dave Young – Warren County Commissioner

A. Approval of Agenda

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

B. Approval of Minutes

- **Mr. Gully made a motion seconded by Ms. Reindl-Johnson to approve the Port's minutes from March 11, 2013 as submitted. The motion passed with a unanimous voice vote.**

C. Executive Director's Report

- Executive Director Martin Russell gave the Port Board a brief update on the activities of the Warren County Chamber Alliance (Alliance). The group continues to meet and all six Chambers have agreed to the MOU amongst their organizations and the Port Authority. A request was made of the Port Board to pass a motion to sign into the MOU with the Alliance and provide technical and organizational assistance to the effort. **Mr. Gully made a motion seconded by Ms. Reindl-Johnson to approve the Port signing the MOU and their participation with the Warren County Chamber Alliance. The motion passed with a unanimous voice vote.**

- Executive Director Martin Russell requested that Mr. Fraunfelter present to the Board financials of the Port for the period of January – March of 2013. Mr. Fraunfelter discussed that expenditures centered around legal costs associated with projects and that much of that had been replenished following the closing of the racino project. With the close of that project, the Port received a fee of \$800,000 for its services along with an additional \$90,000 to cover past legal expenses. **Mr. Ficke made a motion seconded by Mr. Gully to approve the January through March financial statements as presented. The motion passed with a unanimous voice vote.**
- Executive Director Martin Russell discussed the need to create a special fund for the newly received revenues from the Port’s involvement in the racino project. **Mr. Gully made a motion seconded by Ms. Reindl-Johnson to authorize a special Economic Development Fund be created in the Port’s accounts for the purpose of placing racino proceeds. The motion passed with a unanimous voice vote.**
- Executive Director Martin Russell requested the Port renew the contract for Sean Fraunfelter. Mr. Fraunfelter requests an increase in his per hour rate because it has remained unchanged for several years. **Mr. Gully made a motion seconded by Mr. Ficke to approve the contract renewal through June of 2015. The motion passed with a unanimous voice vote.**
- Executive Director Martin Russell discussed an IRS request presented to the Port regarding the Cincinnati Premium Outlet Mall project. The IRS sends random document requests to projects that received tax-exempt status. The Port is required to complete IRS Form 4564 and submit back to them for review. The Port will need to approve a post-issuance compliance policy as questioned in the form and addressed in our response.

D. Old Business

- Executive Director Martin Russell gave an update on the 71/123 project. Both the developer and the residents of the project area have sued the Warren County Board of Commissioners regarding the approved site plan. The Port continues to work on the engineering of the sewer line through the proceeds of and at the request of the City of Lebanon. Based off legal opinions, the issue may be resolved in a couple of months or take as long as a year.
- Executive Director Martin Russell gave an update on the racino project. The racino has aggressively moved towards construction of the facility and has already begin putting the steel structure up on the site.

E. New Business

- Executive Director Martin Russell presented the Board a Post Issuance Compliance Policy for all past and future tax-exempt issuances of the Port. **Mr. Gully made a motion seconded by Ms. Reindl-Johnson to approve the Post Issuance Compliance Policy as presented. The motion passed with a unanimous voice vote.**
- Executive Director Martin Russell presented the Board Resolution #2013-06. This resolution is the annual allocation of funds from the Warren County Board of Commissioners to Sinclair Community College Courseview for the purpose of scholarships for the Warren County residents attending the College. **Mr. Gully made a motion seconded by Mr. Ficke to adopt Resolution**

#2013-06 to authorize staff to accept funds from the County and to disperse those to Sinclair as described in the MOU with Sinclair and the Cooperative Agreement with the County. The motion passed with a roll call vote; three in favor, none opposed and one abstention (Ms. Reindl-Johnson).

F. Executive Session

- **At 6:07 pm Mr. Gully made a motion seconded by Mr. Ficke to enter executive session to discuss personnel matters with the Warren County Board of Commissioners. The motion passed with a unanimous roll call vote.**
- **At 6:30 pm Mr. Gully made a motion seconded by Mr. Ficke to exit executive session where personnel matters were discussed with the Warren County Board of Commissioners. The motion passed with a unanimous roll call vote.**

Adjournment:

At 6:30 pm, Mr. Gully made a motion, seconded by Mr. Ficke, to adjourn the meeting of the Warren County Port Authority. The next Warren County Port Authority meeting is scheduled for May 20, 2013 unless otherwise changed by need or lack of business.

Minutes submitted by: Martin Russell

Approved by: Martin Russell