



# Fairfield County Port Authority

4465 Coonpath Rd. NW, Carroll, OH 43112

Cathy Bitler  
Robert Carbonara  
Brian Householder  
Tom James  
Rick Lemonds  
Craig Maxey  
Jeff Sauer  
Luann Snyder

Fairfield County Port Authority  
Board of Directors Meeting Minutes  
February 5, 2026 at 9:00 am  
Fairfield County Workforce Center  
4465 Coonpath Rd. NW Carroll, OH 43112

1. Roll Call and Welcome – Jeff Sauer called the meeting to order at 9:00am. Present were Cathy Bitler (attending remotely), Robert Carbonara, Brian Householder, Tom James, Rick Lemonds (attending remotely), Craig Maxey, Jeff Sauer, Luann Snyder, and Fairfield County Economic Development staff Rick Szabrak, Vince Carpico, and Anthony Iachini (attending remotely)
2. Review Meeting Minutes – The board reviewed the meeting minutes from the December 17, 2025 meeting. Tom James made a motion to accept the meeting minutes as is. 2<sup>nd</sup> by Robert Carbonara. Motion passed unanimously.
3. Review Financials – Vince Carpico reported that the balance in Park National Bank account was \$73,706.79 as of 12/31/2025. There were no invoices over \$5,000 to approve. Tom James made a motion to approve the financials as presented. Brian Householder 2<sup>nd</sup>. Motion passed unanimously.
4. Robert Carbonara made a motion to approve Resolution 2026-01, a Resolution Approving Temporary Exemption and Indemnity Agreement. 2<sup>nd</sup> by Luann Snyder. Motion passed unanimously through roll call vote.
5. Tom James made a motion to approve Resolution 2026-02, a Resolution Approving Intergovernmental Agreement. 2<sup>nd</sup> by Robert Carbonara. Motion passed unanimously through roll call vote.



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6. At 9:39 am, Tom James made a motion to enter executive session to discuss potential economic development projects. 2<sup>nd</sup> by Luann Snyder. Motion passed unanimously through roll call vote. Present were Cathy Bitler (attending remotely), Robert Carbonara, Brian Householder, Tom James, Rick Lemonds (attending remotely), Craig Maxey, Jeff Sauer, Luann Snyder, and Fairfield County Economic Development staff Rick Szabrak, Vince Carpico, and Anthony Iachini (attending remotely). At 10:01 am, Tom James made a motion to exit the executive session. 2<sup>nd</sup> by Robert Carbonara. Motion passed unanimously through roll call vote.
7. The next regularly scheduled meeting is scheduled for March 12, 2026 at 9:00 am, at the Fairfield County Workforce Center, if applicable.
8. With no other business to discuss, Tom James made a motion to adjourn. 2<sup>nd</sup> by Luann Snyder. Motion passed unanimously.