



Fairfield County Port Authority

4465 Coonpath Rd. NW, Carroll, OH 43112

Robert Carbonara
Charles Elsea
Brian Householder
Tom James
Rick Lemonds
Mark Matthews
Robert Maynard
Jeff Sauer
Luann Snyder

Fairfield County Port Authority
Board of Directors Meeting Minutes
March 9, 2023 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 9:00 am. Present were Robert Carbonara, Tom James, Rick Lemonds, Mark Matthews, Jeff Sauer, Charles Elsea, Luann Snyder, and Fairfield County Economic Development staff Rick Szabrak, Vince Carpico, and Anthony Iachini.
2. Review Meeting Minutes from December 15, 2022 meeting- Meeting minutes from the December 15, 2002 meeting were presented for review. Motion was made by Rick Lemonds to accept minutes with change (typo in item 4). 2nd by Tom James. With no further discussion, motion passed unanimously.
3. Review Financials – Brian Householder presented financial activity from January 1, 2023 to February 28, 2023. Motion was made by Tom James to accept financial reports as presented. 2nd by Charles Elsea. With no further discussion, motion passed unanimously. Additionally, Charles Elsea made a



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motion to authorize Secretary-Treasurer Brian Householder to pay Violet Township \$18,538.15 for financial assistance to the Violet Township Port Authority as part of the executed Joinder agreement between Fairfield County Port Authority and Violet Township. 2nd by Tom James. Motion passed unanimously.

4. Election of Assistant Secretary-Treasurer- Fairfield County Port Authority by-laws state that the Board shall appoint one or more persons to serve as Assistant Secretary-Treasurer. Brian Householder made a motion to nominate Vince Carpico for the position of Assistant Secretary-Treasurer. 2nd by Rick Lemonds. With no further discussion, motion passed unanimously.
5. Executive Session – At 9:16 am, Tom James made a motion to enter into executive session. 2nd by Charles Elsea. Motion passed unanimously through roll call. Present were Robert Carbonara, Tom James, Rick Lemonds, Mark Matthews, Jeff Sauer, Charles Elsea, Luann Snyder, and Fairfield County Economic Development staff Rick Szabrak, Vince Carpico, and Anthony Iachini. At 10:02 Rick Lemonds made a motion to exit executive session. 2nd by Tom James. Motion passed unanimously through roll call.
6. Engagement Agreement with Bricker & Eckler – Executive Director Rick Szabrak presented a document from the legal firm Bricker & Eckler titled “Engagement for Legal Services”. The letter outlines the basis on which Bricker & Eckler will provide legal services to



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the Fairfield County Port Authority for the purposes of an upcoming development project. Rick Lemonds made a motion to authorize Executive Director Rick Szabrak to sign the agreement on behalf of the Fairfield County Port Authority. 2nd by Tom James. With no further discussion, a vote was taken; all in favor – R. Carbonara, B. Householder, T. James, R. Lemonds, M. Matthews, J. Sauer, L. Snyder. All opposed – none. Abstaining from vote – Charles Elsea.

7. Set Date, Time, and Location of Next Meeting- the next regularly scheduled meeting of the Fairfield County Port Authority will be held on April 13, 2023 at 9:00am at the Fairfield County Workforce Center.

With no other business to discuss, Brian Householder made a motion to adjourn. 2nd by Tom James. Motion passed unanimously and meeting was adjourned at 10:35 am.

Recorded by Vince Carpico on March 9, 2023.