



## 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  
July 13, 2023 at 9:00 am  
Fairfield County Workforce Center  
4465 Coonpath Rd. NW Carroll OH 43112

1. Chair Jeff Sauer called the meeting to order at 9:03 am. Present were board members Luann Snyder, Bob Maynard, Tom James, Robert Carbonara, Rick Lemonds, Brian Householder, Mark Matthews, and Jeff Sauer; Fairfield County Economic Development staff Rick Szabrak and Anthony Iachini
2. The board reviewed meeting minutes from the May 11, 2023 meeting. Mark Matthews made a motion to accept the minutes as is. 2<sup>nd</sup> by Robert Carbonara. Motion passed unanimously.
3. The Board reviewed the Port Authority financials. Tom James made a motion to accept the financial reports and pay Violet Township for ongoing economic development activity expenses over \$5,000. 2<sup>nd</sup> by Brian Householder. Motion passed unanimously.
4. Rick Szabrak gave an update on the development projects along Basil-Western Rd. and reviewed legal documents regarding the DHL project. This includes the Ground Lease, Project Lease, Port Indemnity Agreement, Construction Manager-At-Risk Agreement, and Term Sheet. The estimated total of the Port



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Up-front fee from DHL is \$985,880.97 with \$157,740.96 coming to the Port. Robert Carbonara noted an error in the Project Lease document, Section 3-Sub Section D. The written monetary value, Seven Hundred and Seventy-Nine Thousand Six Hundred and Twenty-Five Dollars, did not match the correct numerical monetary value, \$985,880.97. Rick Szabrak noted that his team will contact Bricker and Graydon for a correction. Robert Carbonara asked how DHL will be able to prove their exemptions when working with a third-party supplier. Rick Szabrak responded that he would make sure Bricker and Graydon handled that.

5. A motion was made by Robert Carbonara to approve Resolution 2023-001; *A resolution (I) approving and authorizing the transactions contemplated by the term sheet concerning the acquisition , construction, and improvement of real and personal property for an approximately seven hundred and fifty-five thousand square foot facility constituting a “Port Authority Facility”, (II) Approving the execution and delivery of a ground lease, a project lease, a construction manager at-risk agreement, and an indemnification agreement; (III) Approving the provisions of Ohio Sales and Use Tax Exemption Certificates for the purchase of building and construction materials incorporated into the Port Authority facility; And (IV) Authorizing and approving related matters.* 2<sup>nd</sup> by Luann Snyder. Motion passed by roll call unanimously.
6. Rick Szabrak discussed the MOU draft between Canal Winchester, Fairfield County, Violet Township, Fairfield County Transportation Improvement District, and Fairfield County Port Authority. He noted that this is still a draft and that it may be brought up for a vote at the next meeting. The MOU is an



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agreement by all entities that all projects along the Basil-Western corridor will follow the same incentive agreements.

7. Rick Szabrak provided an update on the Metro Development project. The project is moving forward, and negotiations are ongoing on how the tax saving money will be split.
8. Rick Szabrak provided an update on the bonding for the Basil-Western Rd. project. After meeting with bond council, he will be moving forward with the recommendation that the Port Authority be the bond holder and issuer. He will be meeting with the county administrator, the county treasurer, and all three county commissioners to discuss soon.
9. The next meeting is scheduled for August 10<sup>th</sup>, 2023 at 9am at the Fairfield County Workforce Center. With no other business to discuss, Brian Householder made a motion to adjourn. 2<sup>nd</sup> by Mark Matthews. The motion passed unanimously and the meeting was adjourned at 9:54 am.

Recorded by Anthony Iachini on July 13<sup>th</sup>, 2023.