



# Fairfield County Port Authority

4465 Coonpath Rd. NW, Carroll, OH 43112

Fairfield County Port Authority  
Board of Directors Meeting Agenda  
November 10, 2022 at 9:00 am  
Fairfield County Workforce Center  
4465 Coonpath Rd. NW Carroll OH 43112

## Roll Call & Introduction of Board Members

Rick Szabrak called the meeting to order at 9:00am. Present were Rick Szabrak, Vince Carpico, Jeff Sauer, Bob Carbonara, Mark Matthews, Luann Snyder, Tom James, Rick Lemonds.

## Review Meeting Minutes from July 19, 2022 meeting

The meeting minutes from the July 19, 2022 meeting were presented for review. Motion was made by Tom James to accept meeting minutes as is. 2<sup>nd</sup> by Bob Carbonara. Motion passed unanimously.

## Financials – Review and Approve expenditures

Financials as of October 31 were presented for review. As of October 31, 2022, Fairfield County Port Authority has \$90,867.68 in total assets. On the Income statement, explanation was given to explain the \$73,015 in income received from Tenby DB33 LLC. A motion was made by Mark Matthews to accept the financial reports as is. 2<sup>nd</sup> by Tom James. Motion passed unanimously. The Fairfield County Port Authority has two outstanding invoices; one is \$240 from Bricker & Eckler law firm for ‘General Counsel’ services. The other invoice is \$21,561.75 from Violet Township Administrative Offices for ‘Legal Services for Economic Development’. A motion to approve expenditures was made by Rick Lemonds, 2<sup>nd</sup> Luann Snyder. Motion passed unanimously. With continued development seemingly on the horizon, Tom James made a motion to authorize the Fairfield County Port Authority Executive Director to engage with Bricker & Eckler law firm on future development-related discussions and incur expenses without board approval up to a pre-determined dollar amount. 2<sup>nd</sup> by



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Rick Lemonds. Motion passed unanimously. Tom James made a motion to approve expenditures to Bricker and Eckler for development discussions up to an amount of \$5,000. 2<sup>nd</sup> by Rick Lemonds. Motion passed unanimously.

### Update on future and current projects

The Fairfield County Port Authority was approached about a possible project in Hocking County using the Fairfield County Port Authority as an agent because there were no local entities that could facilitate the project. The Port Authority applied for a grant through ODNR to develop an old mining site. After some initial progress, the local community has rescinded their support of the project so the Fairfield County Port Authority removed its application to ODNR. The Fairfield County Port Authority was also considered for a mixed use project in Licking County in partnership with the city of Reynoldsburg. After consultation with all parties, it was determined that the Fairfield County Port Authority would not pursue the opportunity. At 9:19 am, Tom James made a motion to enter Executive Session. 2<sup>nd</sup> by Rick Lemonds. Motion passed unanimously through roll call. Present at Executive Session were Rick Szabrak, Vince Carpico, Jeff Sauer, Rick Lemonds, Bob Carbonara, Mark Matthews, Luann Snyder, and Tom James. At 10:24, Tom James made a motion to exit Executive Session. 2<sup>nd</sup> by Luann Snyder. Motion passed unanimously through roll call.

### MOU with City of Canal Winchester, Violet Township, the Transportation Improvement District (TID)

Executive Director Rick Szabrak said that the Fairfield County Port Authority will be preparing a memorandum of understanding (MOU) with the City of Canal Winchester, Violet Township, and the Transportation Improvement District (TID). This will ensure that all entities have a mutual understanding of their roles as future development opportunities present themselves.



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### Fairfield County Economic Development Strategic Plan and update to Land Use Plan

Fairfield County published a request for proposal to develop an Economic Development Strategic plan and update the 2018 Land Use plan. Planning Next was chosen as the consultant to complete the work and will be working with Fairfield County agencies as well as villages and townships to develop a comprehensive plan that can serve as a roadmap for smart growth and development. A significant portion of the plan will be to work directly with villages and townships to listen to concerns, desires, and solicit public opinion and feedback.

### Set Date, Time, and Location of Next Meeting

The next Fairfield County Port Authority Board of Directors meeting will be held on December 15<sup>th</sup>, 2022 at 9:30 am at the Fairfield County Workforce Center.

With no other business to discuss, Jeff Sauer made motion to adjourn. 2<sup>nd</sup> by Tom James. Motion passed unanimously at 10:50 am.

Minutes recorded by Vince Carpico on November 10, 2022.