

The Board of Directors of the Portage County Port Authority met in the Portage County Regional Planning Commission Conference Room located at 124 North Prospect Street in Ravenna, Ohio on Tuesday, December 1, 2009 at 2:00 PM with the following members present:

T.N. Bhargava David Dix Neil Mann, Jr.
James A. Wyatt Steven P. McDonald

Absent: Directors Chema and Kohl

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Also Present: Portage County Department of Economic Development Director Bill Ulik; Portage County IT Director Brian Kelley; Attorney Denise Smith; John Drew, Frank Hairston and Bryan Smith of PARTA; John Wray, Vice-President of Administration/Finance, NEOUCOM; Secretary-Treasurer Deborah Mazanec.

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APPROVAL OF OFFICIAL MINUTES

Motion by David Dix to approve the September 22, 2009 meeting minutes, as presented. Seconded by Steven P. McDonald. All in favor, motion carries.

REPORTS AND COMMUNICATIONS

- A. Chairman T.N. Bhargava
- B. Secretary-Treasurer Deborah Mazanec presented the Bank Reconciliation for the Checking Account and the Money Market Account, as well as the Budget Reconciliation as of October 31, 2009.

- C. PCDED Director Bill Ulik

Recovery Zone Bonds

Mr. Ulik noted that there are two types of Recovery Zone Bonds (Economic Development and Facility Bonds). A NEOUCOM representative will attend today's meeting to brief the Board of Directors about their new facility planned using Recovery Zone Economic Development Bonds. The bonds must be issued no later than December 31, 2010. There is a possibility of a reallocation of funds not used by other counties. There is a Recovery Zone Bonds Briefing in Columbus on Friday, December 18, 2009, should any Director wish to attend.

Portage Development Board

The Portage Development Board Articles of Incorporation were filed two weeks ago and are under review. The Board of Commissioners is contacting potential Board members.

PCDED

The Director advised that his budget has been cut by one-third and he will not be able to fill the vacant position. He added that he has paid Roetzel & Andress for services provided for the start-up of the Portage Development Board, has hired Kent State for a Market Segmentation Study, and will pay for the website redesign. Chairman Bhargava wondered if the Port Authority could provide additional funding for the office. The Board of Directors agreed to discuss this issue at the March meeting.

Bylaw Amendment

The Director noted that Attorney George Sarkis reviewed the Portage County Port Authority's Bylaws in connection with the question asked about a revision to the bylaws for the Port to retain an Executive Director or for the Port to enter into a service agreement with the Portage Development Board. Attorney Sarkis noted that the authority for both is already in the Bylaws by reference to the authority of the Port's Board under Chapter 4582 of the Ohio Revised Code.

Regional Planning Commission Request

The Director advised that he has a request from the Regional Planning Commission regarding a possible variance from the Portage County open space requirement for the proposed Brimfield Center Subdivision, a previously approved TIF Agreement. Director McDonald asked why there would be no sidewalks. Attorney Smith responded that the paperwork shows that the Developer wants to omit the sidewalks, which are planned elsewhere; noting that he believes that the construction of a sidewalk would require the removal of vegetation that serves as a buffer. Port Authority Resolution No. 07-07 adopted

by the Board in 2007 authorized a Cooperative Agreement that enabled the Tax Increment Financing agreement for the subject property in exchange for certain public improvements. Section 2 of this resolution authorized the Chairman of the Port Authority to enter into a Construction Agency Agreement. This Agreement provides for public improvements to be completed by the developer. The request for a variance to the subdivision regulations will also affect the Construction Agreement. This issue will be on the Regional Planning Commission agenda in January 2010.

JOURNAL ENTRY

Motion by Steven P. McDonald, seconded by Neil Mann, Jr. to request that the Portage County Prosecutor's Office investigate the request from Kelso Development/Michael R. Casamento/John J. Flynn/Plaza Field Ltd. For a possible variance from the Portage County open space requirement for the proposed Brimfield Center Subdivision (a previously approved TIF Agreement) and the impact that it may have on the TIF. All in favor, motion carries.

- D. Legal Counsel Denise Smith advised the Prosecutor Viglucci has authorized her to continue to serve as the Port Authority's legal counsel.
- E. Representative to the Ohio Port Authority Council
 - a. Director Thomas V. Chema
 - b. Director Jack Kohl

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CONSIDERATION OF NEW RESOLUTIONS AND MOTIONS – ORDER SUBJECT TO CHANGE

A. APPROPRIATION - 2010 BUDGET

Resolution to appropriate the 2010 budget/09-09.

B. ELECTION OF OFFICERS FOR 2010

- a. Chairman/09-10
- b. Vice Chairman/09-11
- c. Appointment of Secretary-Treasurer Deborah Mazanec/09-12
Commissioners approved this appointment by Journal Entry on November 24, 2009, should the Board of Directors desire to make such appointment.
- d. Appointment of Assistant Secretary Diana Fierle/09-13
Commissioners approved this appointment by Journal Entry on November 24, 2009, should the Board of Directors desire to make such appointment
- e. Enter into agreement with the Portage County Prosecutor's Office for legal services from January 1, 2010 through December 31, 2010/09-14.
- f. Resolution to authorize payment for bonds for the Secretary-Treasurer, Assistant Secretary, Director Kohl and Director McDonald/09-15.
- g. Resolution authorizing the purchase of items in an amount not to exceed \$150 necessary for the hosting of Portage County Port Authority functions and meeting

expenses from January 1, 2010 through December 7, 2010 (Organizational meeting) /09-16

- h. Resolution authorizing payment for meeting notices advertised in the Record-Courier for the year 2010 in an amount not to exceed \$100/09-17.
- i. Resolution to authorize the Portage County Port Authority to pay an amount not to exceed \$300 in dues (exact amount to be determined) to the Ohio Port Authority Council for 2010/09-18.
- j. Resolution appointing two Directors to the Ohio to the Ohio Port Authorities Council. Resolution 08-014 appointed Directors Chema and Kohl to this Board and indicates that the Board of Directors will revisit this appointment yearly/09-19.

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DISCUSSION – ORDER SUBJECT TO CHANGE

- A. Accept proposal from CBOSS, Inc. for the Website Redesign.
IT Director Brian Kelley noted that the Board of Directors authorized the subcommittee to interview Diversa, The Impact Group and CBOSS. The subcommittee agreed that CBOSS is the most qualified for this project. Attorney Denise Smith noted that she looked at the agreement and noted that it includes an indemnification clause that will have to be removed if she is to approve the agreement as to form. PCDED Director Ulik noted that his office will pay the entire fee for this redesign in an initial amount of about \$9,600 (\$7,899 plus the modules and the \$50 monthly fee). Director Kelly added that the Data Processing Board will review the agreement prior to execution by the Board of Commissioners for the Department of Economic Development/09-20

- B. The Board of Directors adopted Resolution 09-07 authorizing an RFQ for Auditing Services. The State Auditor has determined that an Independent Public Accountant (IPA) firm will be engaged to perform the Port Authority audits for 2006, 2007, 2008 and 2009, and the subsequent two years. The firm will be selected through a competitive bid process with the final selection by the Auditor of State Chief Auditor. The Board of Directors should authorize one Director to sign/approve payment to the IPA, once chosen. The Auditor of State advises that this audit process must be completed by March 30, 2010.

JOURNAL ENTRY

Motion by David Dix to authorize the Secretary-Treasurer to sign and return the Auditor of State’s completed Declaration of Intent to Engage an Independent Public Accountant (IPA) for the Portage County Port Authority audits for the biennial fiscal period ended December 31, 2007 and for the subsequent two periods, and the associated questionnaire; to authorize Director McDonald to review and evaluate the proposals from Independent Public Accountant firms once presented by the State Auditor; to authorize Chairman T.N. Bhargava to sign any acceptance/payment documents once the IPA is chosen and make payment to the State Auditor and/or the IPA. Seconded by Steven P. McDonald, all in favor, motion carries.

- C. PARTA General Manager John Drew attending with Frank Hairston and Bryan Smith for a presentation of the multimodal facility project. Mr. Drew asked for a letter of support from the Board of Directors for this project. Director of Planning Bryan Smith explained the

project, noting that there will be additional \$85million in public and private investment with about 266 construction jobs and 700 long term jobs created and sustained should Federal Transit Stimulus dollars (Tiger Discretionary Grant) funding be awarded for this project. There will also be \$5.8 million in tax revenue yearly. There will be 350 parking spaces in the parking garage. PARTA will own and operate the facility with the Federal Transportation Agency paying for the construction of the first level. Levels two and three may be owned by other entities. The TIGER awards will be announced no later than February 2010. Once begun, the project will be completed in two construction seasons.

JOURNAL ENTRY

Motion by David Dix to authorize Chairman T.N. Bhargava to sign the letter of support to the United States Department of Transportation Secretary Ray LaHood for the PARTA TIGER grant request to build the Kent Central Gateway Multimodal Facility in downtown Kent. Seconded by Steven P. McDonald, all in favor, motion carries.

- D. John Wray, Vice-President of Administration/Finance at NEOUCOM, is attending today to present an overview of the project to construct a new biomedical research facility using Recovery Zone Economic Development Bonds. Mr. Wray thanked the Board of Directors for the opportunity to use the RZED Bonds. The construction of this 60,000 square foot facility will create 500 construction jobs over the 16 month construction period and 49 permanent additional jobs in research and related staff at the university. The bonds will be issued in May 2010 and the university hopes to break ground in the fall of 2010. The project The Directors agreed that this is a great project.

JOURNAL ENTRY

Motion by David Dix to accept the use of the Portage County Recovery Zone Economic Development Bonds by NEOUCOM in the amount of \$6.3 million. Seconded by Neil Mann, Jr., all in favor, motion carries.

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CORRESPONDENCE

- A. The Portage County Board of Commissioners appointed Port Authority Director Jack Kohl to serve a term ending December 31, 2013/Information only

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RESOLUTION NO. 09-09 - RE: PORT AUTHORITY FISCAL 2010 APPROPRIATION MEASURE

It was moved by Steven P. McDonald, seconded by David Dix that the following Resolution be adopted:

WHEREAS, the Portage County Budget Commission has provided the Official Certificate of Estimated Resources for 2010 for the Portage County Port Authority; and

WHEREAS, Article VI, Section 2 of the Rules and Regulations of the Portage County Port

Authority requires that Port Authority funds be appropriated; now therefore be it

RESOLVED, by the Portage County Port Authority Board of Directors that funds are set aside for Port Authority expenditures during the fiscal year ending December 31, 2010 as follows:

**PORTAGE COUNTY PORT AUTHORITY
2010 Budget**

<u>Estimated Beginning Balance</u>	<u>Amount</u>
Checking Account	\$9,000.00
Money Market Account	<u>\$129,600.00</u>
Total Estimated Balance	\$138,600.00

Description

Revenues

May 2010 - Cascades Admin. Fees	\$2,937.50
Nov. 2010 - Cascades Admin. Fees	<u>\$2,937.50</u>
Total Revenues	\$5,875.00

Total Estimated Resources **\$144,475.00**

Expenses

Employee Full-time Salaries	\$0.00
PERS	\$0.00
Medicare	\$0.00
Workers Compensation	\$0.00
Health Benefits	\$0.00

Contract Services	\$600.00
Training/Meeting Expenses	\$500.00
Transportation	\$500.00
Membership Dues	\$15,950.00
Advertising/Marketing	\$2,000.00
Telephone	\$0.00
Postage	\$0.00
Rent	\$0.00
Professional & Technical Services	\$500.00
Other Services	\$300.00

Materials & Supplies	\$200.00
Photocopy & Printing Supplies (Copier)	\$0.00
Food Supplies	<u>\$400.00</u>

Total Expenses

\$20,950.00

; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice Vote as Follows:

*	*	*	*	*
T.N. Bhargava, Yea		Thomas V. Chema, Absent;		
David Dix, Yea;		Jack Kohl, Absent;		
Neil Mann, Jr., Yea;		Steven P. McDonald, Yea;		
James A. Wyatt, Jr. Yea;				

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RESOLUTION NO. 09-10				

RE: T.N. BHARGAVA ELECTED CHAIRMAN OF THE BOARD OF DIRECTORS FOR THE PORTAGE COUNTY PORT AUTHORITY FOR THE YEAR 2010

It was moved by David Dix, seconded by Steven P. McDonald that the following resolution be adopted:

RESOLVED, that T.N. Bhargava is elected to preside at all regular and special meetings in 2010 for a term of one year or until the next organizational meeting of the Board; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:				
T.N. Bhargava, Yea		Thomas V. Chema, Absent;		
David Dix, Yea;		Jack Kohl, Absent;		
Neil Mann, Jr., Yea;		Steven P. McDonald, Yea;		
James A. Wyatt, Jr. Yea;				

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RESOLUTION NO. 09-11				

RE: JACK KOHL ELECTED VICE-CHAIRMAN OF THE BOARD OF DIRECTORS FOR THE PORTAGE COUNTY PORT AUTHORITY FOR THE YEAR 2010.

It was moved by David Dix, seconded by T.N. Bhargava that the following resolution be adopted:

RESOLVED, that Jack Kohl is elected Vice-Chairman of the Board of Directors of the Portage County Port Authority for the year 2010 or until the next organizational meeting of the Board, to preside at all regular and special meetings when and while the Chairman shall vacate the Chair, when so acting shall have all the powers of the Chairman; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea	Thomas V. Chema, Absent;
David Dix, Yea;	Jack Kohl, Absent;
Neil Mann, Jr., Yea;	Steven P. McDonald, Yea;
James A. Wyatt, Jr. Yea;	

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RESOLUTION

NO. 09-12

RE: APPOINT DEBORAH MAZANEC AS SECRETARY-TREASURER OF THE BOARD OF DIRECTORS FOR THE PORTAGE COUNTY PORT AUTHORITY FOR THE YEAR 2010.

It was moved by Steven P. McDonald, seconded by Neil Mann, Jr. that the following resolution be adopted:

RESOLVED, that Deborah Mazanec is appointed by the Board of Directors of the Portage County Port Authority as Secretary-Treasurer of the Board for the year 2010 or until the next organizational meeting of the Board; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea
David Dix, Yea;
Neil Mann, Jr., Yea;
James A. Wyatt, Jr. Yea;
Thomas V. Chema, Absent;
Jack Kohl, Absent;
Steven P. McDonald, Yea;

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RESOLUTION NO. 09-13

RE: APPOINT DIANA FIERLE AS ASSISTANT SECRETARY OF THE BOARD OF DIRECTORS FOR THE PORTAGE COUNTY PORT AUTHORITY FOR THE YEAR 2010.

It was moved by Steven P. McDonald, seconded by Neil Mann, Jr. that the following resolution be adopted:

RESOLVED, that Diana Fierle is appointed by the Board of Directors of the Portage County Port Authority as Assistant Secretary of the Board for the year 2010 or until the next organizational meeting of the Board. The Assistant Secretary shall serve in the absence of the Secretary-Treasurer and shall have all of the powers, responsibilities and authority of the Secretary-Treasurer when operating in this capacity; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea
David Dix, Yea;
Neil Mann, Jr., Yea;
James A. Wyatt, Jr. Yea;
Thomas V. Chema, Absent;
Jack Kohl, Absent;
Steven P. McDonald, Yea;

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RESOLUTION NO. 09-14

RE: AGREE TO ENTER INTO AN AGREEMENT WITH THE PORTAGE COUNTY PROSECUTOR FOR LEGAL SERVICES FOR THE PORTAGE COUNTY PORT AUTHORITY FOR THE YEAR 2010.

It was moved by David Dix, seconded by Steven P. McDonald that the following resolution be adopted:

RESOLVED, that the Board of Directors accepts the proposal from the Portage County Prosecutor legal services for the Port Authority for the year 2010 at a cost of One Dollar and No Cents (\$1.00); and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea; Thomas V. Chema, Absent;
David Dix, Yea; Jack Kohl, Absent;
Neil Mann, Jr., Yea; Steven P. McDonald, Yea;
James A. Wyatt, Jr. Yea;

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RESOLUTION

NO. 09-15

RE: AUTHORIZE THE PURCHASE OF SURETY BONDS FOR THE SECRETARY-TREASURER, ASSISTANT SECRETARY, AND DIRECTORS JACK KOHL AND STEVEN MCDONALD OF THE PORTAGE COUNTY PORT AUTHORITY.

WHEREAS, Article IV, Section 10 of the Port Authority By-Laws requires that: "Checks, drafts, notes, bonds and other instruments requiring the payment of sums of money shall be executed with two signatures: one being of the Chairman or Vice-Chairman, and the other being the Secretary-Treasurer. The Board of Directors may at any time or from time to time designate one or more of its members or any other employee or officer to execute any such instrument for and on behalf of the Authority."; and

WHEREAS, the Board of Directors have agreed that Assistant Secretary Diana Fierle be a second signatory on the Port Authority checking account and designated Directors Jack Kohl and Steven P. McDonald to sign also as secondary signatory on the checking account; now therefore be it

RESOLVED, in accordance with Section 7 (B) of the By-Laws, the Board of Directors authorizes the purchase of surety bonds for the Secretary-Treasurer, Assistant Secretary, and Directors Jack Kohl and Steven P. McDonald; and be it further

RESOLVED, that the purchase is to be made from the Edward H. Sutton Insurance Agency, Inc., P.O. Box 271, Aurora, Ohio 44202, in an amount of \$100 per year for each \$5000 Surety Bond; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea	Thomas V. Chema, Absent;
David Dix, Yea;	Jack Kohl, Absent;
Neil Mann, Jr., Yea;	Steven P. McDonald, Yea;
James A. Wyatt, Jr. Yea;	

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RESOLUTION NO. 09-16 - RE: AUTHORIZATION FOR THE PURCHASE OF ITEMS NECESSARY FOR THE HOSTING OF PORTAGE COUNTY PORT AUTHORITY FUNCTIONS AND MEETING EXPENSES FROM JANUARY 1, 2009 THROUGH DECEMBER 31, 2010.

It was moved by Neil Mann, Jr., seconded by Steven P. McDonald hat the following Resolution be adopted:

WHEREAS, the Board of Directors hosts various meetings and functions throughout the year for which they must authorize the purchase of items necessary for those events; and

WHEREAS, in accordance with the Auditor of the State of Ohio Bulletin 2004-002, which requires "that expenditures of public funds for coffee, meals, refreshments, or other amenities have prior authorization by the appropriate legislative authority"; now therefore be it

RESOLVED, that the Portage County Port Authority Board of Directors does hereby authorize the purchase of items necessary to host various meetings and events throughout the year 2010 in a total amount not to exceed \$150; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in

an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea
David Dix, Yea;
Neil Mann, Jr., Yea;
James A. Wyatt, Jr. Yea;
Thomas V. Chema, Absent;
Jack Kohl, Absent;
Steven P. McDonald, Yea;

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RESOLUTION NO. 09-17 - RE: AUTHORIZATION FOR PAYMENT TO THE RECORD PUBLISHING COMPANY FOR LEGAL NOTICES OF THE PORTAGE COUNTY PORT AUTHORITY MEETINGS IN 2010.

It was moved by Neil Mann, Jr., seconded by Steven P. McDonald that the following Resolution be adopted:

RESOLVED, that the Portage County Port Authority Board of Directors does hereby authorize payment to the Record Publishing Company of Ravenna for various legal notices published in the Record-Courier Newspaper of the Board of Directors' regular and special meetings throughout the year 2010 in a total amount not to exceed \$100; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea
David Dix, Abstains;
Neil Mann, Jr., Yea;
James A. Wyatt, Jr. Yea;
Thomas V. Chema, Absent;
Jack Kohl, Absent;
Steven P. McDonald, Yea;

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RESOLUTION NO. 09-18

RE: AUTHORIZE PAYMENT OF DUES TO THE OHIO PORT AUTHORITY COUNCIL.

It was moved by Neil Mann, Jr., seconded by David Dix that the following resolution be adopted:

WHEREAS, Ohio Governor Voinovich’s Executive Order 98-09V created the Ohio Port Authority Council consisting of one House Representative (ex-officio capacity), one Senate Representative (ex-officio capacity), one ODOT Representative, one Ohio Department of Development Representative, *and one member from each Port Authority, as designated by the Chairman.* Council members are appointed by the Governor and serve three (3) year terms; and

WHEREAS, that the Board of Directors agreed to join the Ohio Port Authority Council at a current cost not to exceed \$300 for 2010. The Board of Directors noted that the dues may increase for 2010, to be decided by the Ohio Port Authority Council; now therefore be it

RESOLVED, that the Board of Directors authorizes payment not to exceed \$300 for dues in 2010 or in the amount determined in 2010 by the Ohio Port Authority Council; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea	Thomas V. Chema, Absent;
David Dix, Yea;	Jack Kohl, Absent;
Neil Mann, Jr., Yea;	Steven P. McDonald, Yea;
James A. Wyatt, Jr. Yea;	

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RESOLUTION NO. 09-19

RE: APPOINTMENT OF DIRECTOR THOMAS CHEMA AND DIRECTOR JACK KOHL AS THE PORTAGE COUNTY PORT AUTHORITY APPOINTMENTS TO THE OHIO PORT AUTHORITY COUNCIL FOR 2010.

It was moved by David Dix, seconded by James A. Wyatt, Jr. that the following Resolution be adopted:

WHEREAS, the Portage County Port Authority was created by the Portage County Board of Commissioners in April 2002 by Resolution No. 02-0372 under Section 4582 of the Ohio Revised Code; and

WHEREAS, appointments to the Port Authority were made by the Board of Commissioners on November 22, 2005 by Resolution No. 05-1184; and

WHEREAS, the Ohio Port Authorities Council was created by Executive Order 98-09V; now therefore be it

RESOLVED, that the Portage County Port Authority Board of Directors makes the following appointments for the Portage County Port Authority representative to the Ohio Port Authorities Council for the year 2010. The Board of Directors notes that term of this appointment is three (3) years but they agreed to revisit this appointment yearly:

Director Thomas V. Chema
P.O. Box 67
Hiram, Ohio 44234
further

Director Jack Kohl
144 East Main Street
Ravenna, Ohio 44266; and be it

RESOLVED, that the Board of Directors authorizes Director Chema and/or Director Kohl to travel to regular and special meetings of the Ohio Port Authorities Council throughout 2010. The Board of Directors also authorizes the Directors to spend the night prior to the meetings when the meetings begin prior to 10:00 AM in the morning and authorizes reimbursement of the Directors travel expenses in accordance with the Port Authorities' Travel and Expense Reimbursement Policy; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea
David Dix, Yea;
Neil Mann, Jr., Yea;
James A. Wyatt, Jr. Yea;

Thomas V. Chema, Absent;
Jack Kohl, Absent;
Steven P. McDonald, Yea;

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RESOLUTION NO. 09-20

RE: ACCEPT THE SUBCOMMITTEE RECOMMENDATION AND AUTHORIZE THE HIRE OF CBOSS, INC., FOR THE PORTAGE COUNTY PORT AUTHORITY WEBSITE DESIGN AT NO COST.

It was moved by David Dix, seconded by Steven P. McDonald that the following Resolution be adopted:

WHEREAS, the Portage County Port Authority Board of Directors desires an update of the Port Authority website in conjunction with the website for the Portage County Department of Economic Development; and

WHEREAS, the Board of Directors approved an RFQ (Request for Qualifications) to solicit qualified firms to assist the Portage County Port Authority Board of Directors in the re-design of the Port Authority's website in conjunction with the Portage County Department of Economic Development's website by adopting Resolution 09-004 on June 2, 2009; and

WHEREAS, the Board of Directors created a Subcommittee including Directors Steven P. McDonald and David Dix, PCDED Director Bill Ulik, and the Director of the Portage County Information Technology Department Brian Kelley to review the qualifications received and present their recommendation to the Board of Directors at the Board of Directors' September 1, 2009 meeting; and

WHEREAS the Board of Directors authorized the Port Authority Subcommittee (Directors Steven P. McDonald and David Dix, Portage County Department of Economic Development Director Bill Ulik, and Director of the Portage County Information Technology Department Brian Kelley) to interview CBOSS Inc., The Impact Group and Diversa for the Portage County Port Authority Website Design; and

WHEREAS, the Subcommittee recommends CBOSS Inc. as the company for the web redesign; now therefore be it

RESOLVED, that the Board of Directors accepts the subcommittee recommendation to hire **CBOSS, Inc., 7332 Southern Boulevard, Boardman, Ohio 44512,** with the cost of the hire paid entirely by the Portage County Department of Economic Development; and be it further

RESOLVED, that the Board of Directors agrees that the hire is contingent upon the review and approval of the agreement by the Portage County Prosecutor's Office and the Portage County Board of Commissioners' acceptance of the agreement; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions

were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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Voice vote was as follows:

T.N. Bhargava, Yea
David Dix, Yea;
Neil Mann, Jr., Yea;
James A. Wyatt, Jr. Yea;

Thomas V. Chema, Absent;
Jack Kohl, Absent;
Steven P. McDonald, Yea;

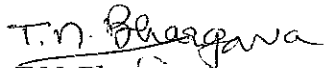
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SCHEDULED MEETING DATES

The next Board meeting is scheduled for Tuesday, March 2, 2010 at 2:00 PM

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We do hereby certify that the foregoing is a true and correct record of the Portage County Port Authority Board of Directors' meeting on **December 1, 2009**. There being no further business to come before the Board, the official meeting of **December 1, 2009** adjourned at 3:25 PM.


T.N. Bhargava

ABSENT
Thomas V. Chema


David Dix

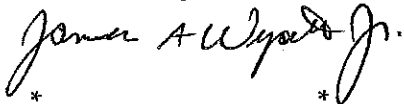
ABSENT
Jack Kohl


Neil Mann, Jr.


Steven P. McDonald

James A. Wyatt, Jr.


Deborah Mazanee
Secretary-Treasurer


James A. Wyatt, Jr.

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