

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, September 2, 2008 at 2:05 PM with the following members present:

Thomas V. Chema
T.N. Bhargava Jack Kohl
Neil Mann, Jr. James A. Wyatt Steven P. McDonald

Absent: Director David Dix

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Also Present: Portage County Commissioner Charles W. Keiper II; Internal Auditor Carol Kurtz; Portage County Department of Economic Development Director Bill Ulik; Portage County IT Director Brian Kelley; Secretary-Treasurer Deborah Mazanec; Assistant Secretary Diana Fierle

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The meeting was called to order by Chairman Chema. Secretary-Treasurer Mazanec confirmed that the meeting was advertised in the Record Courier Newspaper on Sunday, August 24, 2008 in accordance with the state Sunshine Laws and the Port Authority Bylaws.

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APPROVAL OF OFFICIAL MINUTES

Motion by Jack Kohl to approve the June 3, 2008 Board of Directors' Regular Meeting and Tax Budget Public Hearing meeting minutes, as presented. Seconded by T.N. Bhargava, all in favor, motion carries.

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REPORTS AND COMMUNICATIONS

A. Chairman Thomas V. Chema – no report at this time

B. Secretary-Treasurer Deborah Mazanec

Ms. Mazanec reported a checking account balance of \$15,929.51 as of July 31, 2008 and a Money Market Account balance of \$128,436.63 as of July 31, 2008.

C. PCDED Director Bill Ulik

Mr. Ulik advised that, since the last Port Authority meeting, he has been contacted by 12 existing businesses (not start-up businesses) regarding site locations or financing. All 12 calls were unsolicited. Two thirds of the calls were from outside Portage County. Mr. Ulik added that he has not done much marketing to date and that Port Authority financing is feasible only for a large issuance.

Mr. Ulik reminded the Directors of the October 2, 2008 Economic Development Summit at NEOUCOM.

T.N. Bhargava asked if Mr. Ulik has received any calls from the City of Kent regarding a redevelopment project. Mr. Ulik responded that he is serving on a steering committee to look at ideas created by a consultant hired by the City.

Chairman Chema noted that in the past the Board of Commissioners met with various constituent groups to get the word out about the Port Authority. Is there interest in redoing those meetings? The Board of Directors agreed that perhaps in March 2009, they may host a public information meeting to get the word out.

Commissioner Keiper told the group about the JRS application to be presented to the ODOD with CT Consultants for a project in Shalersville Township. This is a multi-hundred acre site and a \$5 million county application with a private owner. A possible JEDD and/or TIF agreements is being considered as well as a water/sewer distribution agreement.

Chairman Chema noted that Hiram College is applying to the Governor's 3rd Frontier Internship Program to provide internships and/or scholarships in the areas of advanced manufacturing, advanced materials, power and propulsion, instrument controls and electronics, bioscience and information technology. He suggested that Kent State and Hiram College could partner with the private sector for this grant to allow interns to serve at local companies for job training/job readiness. Bill Ulik agreed to help with the private sector piece.

D. Legal Counsel Denise Smith - not attending

E. Internal Auditor Carol Kurtz

Ms. Kurtz reported that she reconciled the Port Authority records with the bank statements and the Secretary-Treasurer's report is correct.

F. Representative to the Ohio Port Authority Council

Director Jack Kohl attended the last council meeting and enjoyed the presentation about a fuel cell startup company.

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DISCUSSION

The Board of Commissioners held the discussion regarding Section II (B) of the proposed Public Records Policy, which requires that a Retention Schedule/General Records Schedule for the maintenance and destruction of records also be provided, until Attorney Denise Smith attends (December meeting).

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Resolution 07-021 authorized an agreement with Sy Thompson to host and maintain a Portage County Port Authority website not associated with the County Website. With the passing of Mr. Thompson, how does the Board of Directors wish to proceed?

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Hosting and Maintenance of a Portage County Port Authority Website

Portage County IT Director Brian Kelley attending today with a proposal from his department for the possible hosting and maintenance of the Portage County Port Authority website. Mr. Kelley noted that when Sy

Thompson passed away, he did not leave the necessary password to access the Port Authority website. At the Secretary-Treasurer's request, Mr. Kelley transferred the user name to Diana Fierle along with password and account information.

Mr. Kelley advised the Board of Directors that there are two options. The first option is that Diana Fierle will post updates; the second option is that the IT Department will assist Ms. Fierle at no charge. The Board of Directors agreed that Mr. Kelley should work with Attorney Denise Smith to draft an agreement for the hosting and maintenance of the Portage County Port Authority website for the December agenda, along with other recommendations.

Commissioner Keiper suggested that it may be a good time to look at the website to determine what the public is getting out of it.

Bill Ulik to work with Brian Kelley.

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CORRESPONDENCE

- A. The Board of Directors received the Portage County Budget Commission Official Certificate of Estimated Resources for the year beginning January 1, 2009.

- B. The next Ohio Port Authority Council meeting is scheduled for November 20, 2008 – To be confirmed at a later date.

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The Chairman also advised the Board of Directors about a Hiram College Energy Project. He noted that Hiram Village and Hiram College were not involved in the 2003 blackout that affected a large part of the country. Hiram College will be a beta test site of an alternate use of electricity for a Macon, Missouri company "evoltanotor", which is perpetual motion machine used to generate electricity but "ramped up" to the commercial level. First Energy has approved the use of the Hiram College site. Chairman Chema noted the \$1.4 million cost of the test. The college is applying to foundations and the State of Ohio for one-half of the cost and the college is providing the other half. The payback for the college will be one year, if the test works. The Chairman noted that the Port Authority and the Portage County Department of Economic Development may want to look at this as an industry as distributed generation.

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Director Kohl noted that he has worked with Bill Ulik in the PCDED and it is nice to have the position filled.

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SCHEDULED MEETING DATES

The next regular meeting is scheduled for Tuesday, December 2, 2008 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 **September 2, 2008**. There being no further business to come before the Board,

motion by Jack Kohl, seconded by T.N. Bhargava that the official meeting of **September 2, 2008** be adjourned at **2:30 PM**

T.N. Bhargava

Thomas V. Chema

ABSENT
David Dix

Jack Kohl

Neil Mann, Jr.

Steven P. McDonald

James A. Wyatt, Jr.

Deborah Mazanec
Secretary-Treasurer

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