

Clinton County Port Authority
Thursday, October 11, 2018
9 a.m. Wilmington Air Park

Present: Walt Rowsey, Beth Ellis, Larry Laake, Renee LaPine, John Settlemyre

Staff Present: Dan Evers, Beth Huber, Denise Kuntz, Brandon Livingston

Chairman Rowsey called the meeting to order at 9:04 a.m.

Ms. Ellis made a motion to excuse Mr. Smith and Mr. West. Mr. Settlemyre seconded. All responded in favor, responding with "Aye". The motion passed unanimously.

Mr. Settlemyre made a motion to approve the Agenda for the October 11, 2018, Board of Directors meeting. Ms. LaPine seconded. A roll call vote resulted in "Yes" votes from Mr. Rowsey, Ms. Ellis, Mr. Laake, Ms. LaPine and Mr. Settlemyre. The motion passed unanimously.

After reviewing the Minutes of the previous meeting, Mr. Laake made a motion to approve the Minutes of the September 13, 2018, meeting, as presented. Ms. LaPine seconded. A roll call vote resulted in "Yes" votes from Mr. Rowsey, Ms. Ellis, Mr. Laake, Ms. LaPine and Mr. Settlemyre. The motion passed unanimously.

Chairman's Report

Chairman Rowsey welcomed everyone to the October 2018 Board Meeting of the Clinton County Port Authority. The Chairman also welcomed Jim West, International Sales Operations with Ferno Washington, as our new Board member. Mr. West, unfortunately, could not attend today's meeting due to work responsibilities.

Chairman Rowsey asked for approval of the 2018-2019 Slate of Officers:

Chairman: Walt Rowsey

Vice-Chair: Beth Ellis

Secretary/Fiscal Officer: Larry Laake

Mr. Settlemyre made a motion to approve the Slate of Officers. Ms. LaPine Seconded. A roll call vote resulted in "Yes" votes from Mr. Rowsey, Ms. Ellis, Mr. Laake, Ms. LaPine and Mr. Settlemyre. The motion passed unanimously.

Secretary/Fiscal Officer Report

Resolution 2018-10-01

A resolution authorizing payment of accounts for bills submitted in the month of September 2018.

Mr. Laake stated that no financial meeting took place this month. Payments for two months for Airport Operations were made, in addition to payments for legal fees and utilities. Payments were also made for the work on the signs and to SME Consulting.

Mr. Settlemyre made a motion to approve the resolution as presented. Ms. LaPine seconded. A roll call vote resulted in "Yes" votes from Mr. Rowsey, Ms. Ellis, Mr. Laake, Ms. LaPine and Mr. Settlemyre. The motion passed unanimously.

Old Business

Mr. Evers reported that there was no Old Business for consideration.

New Business

Resolution 2018-10-02

A resolution authorizing a lease agreement with Airborne Maintenance & Engineering Services for space in Building 207.

Mr. Evers stated AMES has secured additional business for its operation at the Air Park. As a result, the company is interested in leasing a portion of the available space in Building H, proximate to the JUMP hangar, to accommodate that new work. The lease, as proposed, would be for two years with a third-year option. The company will lease approximately 15,800 square feet of space, paying approximately \$3,600 per month the first year and \$4,600 per month the second year. Some building improvements will be undertaken to bring the space into suitable condition and accommodate the company's planned use. The cost of these improvements will be split between the CCPA and AMES, resulting in a credit in the first year of the lease term.

Mr. Laake made a motion to approve the resolution as presented. Ms. Ellis seconded. A roll call vote resulted in "Yes" votes from Mr. Rowsey, Ms. Ellis, Mr. Laake, Ms. LaPine and Mr. Settlemyre. The motion passed unanimously.

Resolution 2018-10-03

A resolution authorizing a lease agreement with Santa Rosa Systems for space in Building 2051/E.

Mr. Evers reported that Santa Rosa Systems (SRS), a material handling equipment fabrication firm, has been a tenant at the Air Park (Building D) since 2015. The company has a need for additional storage, assembly, and distribution space and has expressed an interest in Building E for those functions. The lease, as proposed, would be for one year with a one-year renewal option. SRS will lease approximately 72,000 square feet of space, paying approximately \$15,000/month. Limited building improvements are necessary for this lease (restrooms and HVAC work) and will be completed to accommodate the lease.

Mr. Settlemyre made a motion to approve the resolution as presented. Mr. Laake seconded. A roll call vote resulted in "Yes" votes from Mr. Rowsey, Ms. Ellis, Mr. Laake, Ms. LaPine and Mr. Settlemyre. The motion passed unanimously.

Resolution 2018-10-04

A resolution authorizing a lease agreement with Santa Rosa Systems for space in Building 2064/K.

Mr. Evers stated that SRS has also indicated an additional, short-term need for finished goods storage space and has expressed interest in utilizing Building K for that function. The lease, as proposed, is a month-to-month term with the expectation that the company will be shipping its product stored in the building by not later than the end of February 2019. SRS will lease 52,300 square feet of space, paying approximately \$11,000 per month. No building improvements are anticipated to be necessary to accommodate the lease.

Mr. Laake made a motion to approve the resolution as presented. Mr. Settlemyre seconded. A roll call vote resulted in "Yes" votes from Mr. Rowsey, Ms. Ellis, Mr. Laake, Ms. LaPine and Mr. Settlemyre. The motion passed unanimously.

Review of actions taken since the last meeting (Resolution#2013-06-06)

- Lease of approximately 5,000 square feet of space in K building to Venti Industrial (temporary pilot operation). Approximately 30 days, for \$625.
- Executed a Task Order with Michael Baker International to commence work associated with the \$112,000 ODOT Grant Award (concrete work and wind cone replacements). Thanks to LGSTX and Mrs. Huber for their work on the grant application.
- Executed an agreement with Consortium Communications (\$3,000) for fiber path research and mapping.
- Engaged E & J Recycling to remove miscellaneous obsolete materials from the buildings, pursuant to the resolution passed last month by the Board. We netted \$2,000 and the materials have been removed. Thanks to LGSTX for their work on this.

General News & Updates

Welcome back to Steve Vibbard, recovering from knee surgery and recently back to work.

JLL Updates

David Lotterer reported that things have been very busy. The Air Park is down to only about 20,000 square feet of office space left in Building H to rent. We are turning our attention to other opportunities. Things are starting to take off in the development area on the other side of the air park. We are looking forward to those challenges.

Security Update

Mr. Livingston reported the following:

- ALICE: Training is ongoing. We are putting one guard in each class. Soon all guards will be trained
- Helped Dan out with Carolina Plastic
- Supporting Dan and Beth in any way they need
- Badging Department is busy but manageable
- Helping ATSG Security Team

Staff Update

- Vorys, LGSTX, CBD Advisors for regular and project-specific discussions
- Spectrum representatives to discuss Air Park Access & County capacity
- PlugSmart, to discuss energy optimization opportunities
- Commissioners' post-audit meeting with representatives from the Auditor of State
- IT Consultant
- OEDA Call
- Security Discussions

ATTENDED:

- Weekly Rotary Meetings & Rotary Board Meeting

- Chamber of Commerce Monthly Breakfast
- Economic Development Round Table Meeting
- Conference Call with the City on TIF options

AT THE AIR PARK:

- Toured with new Board Member Jim West
- Various potential Tenant visits and meetings
- Environmental Engineering Firm field work
- Consortium evaluation of fiber network and subsequent mapping

Public Comment

Lance Wannamaker of Michael Baker International thanked the CCPA and the Board of Directors for allowing their meeting to be held here next month.

Samuel Bain, Senator Portman's office, thanked the CCPA for inviting him to the Air Park. Senator Portman's office is very happy with the development going on here in Wilmington.

Chairman Rowsey asked for any further public comments. Hearing none, the Board prepared to enter Executive Session. No business is expected following the Executive Session.

Executive Session

Hearing no other requests for public comment, Mr. Laake made a motion that the Board move into Executive Session to discuss matters contemplated by Ohio Revised Code Section 4582.58 (C). Ms. LaPine seconded. A roll call vote resulted in "Yes" votes from Mr. Rowsey, Ms. Ellis, Mr. Laake, Ms. LaPine and Mr. Settlemyre. The motion passed unanimously.

The Board entered Executive Session at 9:29 a.m.

Ms. Ellis made a motion that the Board exit Executive Session at 11:28 a.m. Mr. Laake seconded. All voted in favor, responding with "Aye". The motion passed unanimously.

Ms. Ellis made a motion to adjourn the October 11, 2018 Board of Director's meeting of the Clinton County Port Authority. Mr. Laake seconded. All voted in favor, responding with "Aye". The motion passed unanimously.

The October 11, 2018, Board meeting was adjourned at 11:28 a.m.

The next meeting is set for November 8, 2018.

Respectfully submitted by Denise Shaffer Kuntz