

**Monclova Township – Swanton Township – City of Toledo
Toledo Express Airport Joint Economic Development District**

May 7, 2025

The meeting of the Monclova Township – Swanton Township – City of Toledo Toledo Express Airport Joint Economic Development District Board was called to order at 5:30 PM pursuant to the meeting notice.

Members Present: Mr. Dicken, Mr. Miller, Mr. Michael, Mr. Downey
Excused Absence: Misters Downey and Miller

Others in attendance: Kathleen Stewart Kuns, Recording Secretary, Attorney Walt Celley representing Monclova Township Law Director Dawn Sanderson

Chair Brian Dicken commenced the meeting at 5:30 PM.

There were no additions or corrections to the minutes.

Miller moved, Michael seconded, to approve the minutes of February 5, 2025 as submitted.

YES: Mr. Dicken, Mr. Miller, Mr. Michael

Correspondence

Former Treasurer's Correspondence-Mr. Sommer submitted his resignation due to new employment position.

Miller moved, Michael seconded, to accept the resignation of Dustin Sommer from the Board of Directors.

YES: Mr. Dicken, Mr. Miller, Mr. Michael

Discussion of Open Position on the Board-Dicken commented on Port Authority identifying an associate with Willy's Salsa. This will be re-visited.

Secretary/Treasurer position-Mr. Downey is considering the position. This will be re-visited.

City of Toledo Distributable Revenue Report, 4th quarter was submitted and reviewed. Michael moved, Miller seconded, to accept the revenue report.

YES: Mr. Dicken, Mr. Miller, Mr. Michael

Treasurer's Report

Financial Summary-Dicken submitted and reviewed a financial summary in lieu of having a treasurer. Banking and three-month activity of investment account was reviewed.

Miller moved, Michael seconded, to accept the financial report.

YES: Mr. Dicken, Mr. Miller, Mr. Michael

Chair noted the following activity that the Board should be aware of: Hinkle filing has been submitted. Auditor will proceed soon with 2023/2024 audit. Julian Grube invoice submitted.

Michael moved to approve \$500 to Julian Grube for the preparation of the Hinkle filing to the State of Ohio. Seconded by Miller.

YES: Mr. Dicken, Mr. Miller, Mr. Michael

Chairman Dicken made arrangements with Vice Chair Miller for payment and signature on check.

New Business

TronAir Grant-Seventh of ten-year process. Dicken communicated with City of Toledo and has received verification of submitted information.

Michael moved to approve the Jobs Creation Grant payment for TronAir. Seconded by Miller.

YES: Mr. Dicken, Mr. Miller, Mr. Michael

Old Business

Audit Committee members – nothing new to report.

Virtual Meetings-Dicken noted that virtual meetings are now allowed by the State of Ohio within particular parameters. Attorney Walt Celley reviewed proposed policy. Most of the text is verbatim from Ohio Revised Code. Intent is more directed at state-wide boards but is applicable to the TEA JEDD. Paragraph 6 notes that the board member must notify chairperson 48 hours in advance. Restrictions applies, e.g. requires consent of all parties; major non-routine expenditure action would require in-person meeting. Dicken inquired about Jobs Creation Grant being “routine.” Celley believes distribution of proceeds could be processed under this policy, specifically. Port Authority and Star Ohio would be considered routine. Celley stated that keeping the Jobs Creation Grant distribution with an in-person meeting would be a “safe harbor.” All present agreed on keeping the financial limit to \$5,000. Hiring of full-time employee would need to be done in person, though that is not a consideration at this time at any rate. Recording Secretary should keep record of notices. In response to Miller inquiry, Celley noted that Recording Secretary would have meeting room open, public participation and attendance could happen in person if desired.

Michael moved to adopt the virtual meeting policy as presented. Seconded by Miller.

YES: Mr. Dicken, Mr. Miller, Mr. Michael

Adjournment:

MOTION: Michael moved to adjourn at approximately 6:00 PM. Seconded by Miller.

YES: Mr. Dicken, Mr. Miller, Mr. Michael

Accepted on behalf of the Toledo Express Airport JEDD Board of Directors:

Date

All rolls called randomly; Official Minutes will hold a signature on the above line. The audio of this meeting is on file in the Office of the Monclova Township Fiscal Officer according to the adopted Records Retention Schedule.