

1 Monclova Township – Swanton Township – City of Toledo
2 Toledo Express Airport Joint Economic Development District
3
4 April 17, 2019 - 5:30 PM
5 Monclova Township Administration Building/Meeting Room
6 4335 Albon Road, Monclova, OH 43542
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11 The meeting of the Monclova Township – Swanton Township – City of Toledo
12 Toledo Express Airport Joint Economic Development District Board was called to
13 order at 5:30 PM pursuant to the meeting notice. This Special Meeting was duly
14 posted.

15
16 Members Present: Mr. Harmon, Mr. Syring, Mr. Hoecherl
17 Absent: Mr. Sheely and Mr. Michael

18
19 Others in attendance: Kathleen Stewart Kuns, Recording Secretary; Joe Cappel,
20 Port Authority

21
22 As three members are in attendance, a quorum has been established.

23 MOTION: Mr. Hoecherl moved and Mr. Syring seconded the motion to suspend
24 reading of the January 8, 2019 minutes and approve as submitted.

25 YES: Mr. Harmon, Mr. Syring, Mr. Hoecherl
26

27 **Old Business: Port Authority Request**

28 Chairman noted that a representative from the Toledo Lucas County Port Authority
29 was in attendance in regards to their financial request. Hoecherl noted previous
30 submission request. Joe Cappel, Toledo Lucas County Port Authority, commented
31 on letter dated January 25th, which summarizes the funding request from the Port
32 with a synopsis of activity and request.

33
34 Commentary from Board members regarding new construction at Airport.

35
36 The Port is requesting 55% of revenue collected. Presuming that amount would grow
37 in the future.

38 Chair called for discussion.

39 MOTION: Syring moved that the Port Authority's letter dated January 25, 2019,
40 addressed to Board and authored by Paul Toth, Port President and CEO, be
41 recognized and accepted in accordance with tab H of the Agreement which calls for
42 the Port to receive funds generated by activity. Motion was seconded by Hoecherl.

43 YES: Mr. Harmon, Mr. Syring, Mr. Hoecherl
44

45 **New Business: Budget**

46 Approval of 2019 Board Operating Budget: Board Secretary/Treasurer Hoecherl has
47 submitted a draft budget for the remainder of this year. Showing approximately
48 \$300,000 in gross income. Budgeted obligations include administrative fee due to

1 City of Toledo; jobs grant of \$20,000 to Tronair; insurance payment, which is on par
2 with previous years; as well as legal representation fees and other miscellaneous
3 expenses. Hoecherl stated that \$255,000 is anticipated to be distributed. \$140,000
4 to the Port Authority, and \$115,000 to be split with three entities.

5
6 MOTION: Syring moved to approve the budget as presented.

7
8 Clarification for next meeting – need to amend contract to clarify the distribution
9 schedule. Hoecherl noted agreement, page 17 item L, which doesn't mention
10 anything about expenses.

11
12 AMENDED MOTION: Syring amended the motion to approve 2019 operating budget
13 as submitted and subsequently recited, with gross income of \$300,000, less
14 expenses leaving subsequent funds of \$255,500. Budgeted distribution to Toledo
15 Lucas County Port Authority of \$140,000, and then three-way equal split of amount
16 remaining for distribution of \$115, 500. Second by Harmon.

17 YES: Mr. Harmon, Mr. Syring, Mr. Hoecherl

18
19 **New Business: Approval of 2018 Tron Air Jobs Creation Grant Award**

20 Chair called for discussion. Contract is with Attorney Dawn Sanderson. Hoecherl
21 noted July 12th minutes. We did enter into agreement. Tax administration is in
22 excess of payroll requirements. Tronair has satisfied their obligation.

23 MOTION: Hoecherl moved to approve 2018 Tronair Jobs Creation Grant of \$20,000;
24 seconded by Harmon.

25 YES: Mr. Harmon, Mr. Syring, Mr. Hoecherl

26
27 Decision regarding 1099. Syring will verify need and asked that this be placed on the
28 next meeting's agenda.

29
30 Cappel stated he would assist with the delivery of Tronair's disbursement.

31
32 **New Business: Port Authority Disbursement**

33 Approval of \$81,368 disbursement to Toledo Lucas County Port Authority for
34 1/1/2016–12/31/2018 collections (Tab H).

35
36 Chair called for discussion. Hoecherl noted two other expenses: 1) Reimbursement
37 to City of Toledo for insurance premiums from 2015 through 2019, as well as
38 expenses to Attorney Sanderson; and 2) Tronair's \$20,000 disbursement, the
39 checking account balance is currently at \$72,057.16. First quarter distribution from
40 Tax Administrator City of Toledo has not yet been received, but should be shortly.
41 Hoecherl recommended distribution to Port of \$71,807.17, which would leave an
42 account balance of less than \$250.

43 Harmon questioned if amount can be altered without motion and vote. Syring and
44 Hoecherl agreed. Discussion.

45
46 MOTION: Syring moved to distribute \$71,807.00 to the Toledo Lucas County Port
47 Authority for period of January 1st, 2016 through December 31st, 2018, pursuant to

1 Tab H of Toledo Express Airport Joint Economic Development District Board
2 agreement. Second Hoecherl.
3 YES: Mr. Harmon, Mr. Syring, Mr. Hoecherl

4

5 **Next Meeting Date:**

6 Discussion and recommendation for a replacement date for the next meeting as the
7 scheduled meeting falls on July 4th.

8 Recommendation and moved by Syring to establish Wednesday, July 10, 2019 at
9 5:30 for the next Board meeting. Seconded by Harmon.

10 YES: Mr. Harmon, Mr. Syring, Mr. Hoecherl

11

12 **Adjournment:**

13 Mr. Syring called for adjournment.

14

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

16

17 _____

18

19 _____ Date

20

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

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