



Minutes of January 12, 2021 Meeting

The first 2021 meeting of the Lancaster Port Authority (LPA) was held in the LPA conference room and via Zoom on Tuesday, January 12, 2021. Chairman Deleon called the meeting to order at 1:00 p.m. LPA members on the Zoom meeting were Ron Burris, Dean DeRolph, Rick Wilkins, Laura Tussing and Law Director Randall Ullom. Port Authority and City staff in the meeting in-person were Zack Deleon, Robert Wolfinger, Paul Martin and Mike Pettit.

Minutes

Dean DeRolph made a motion to approve the minutes of the October 30, 2020 and November 4, 2020 meetings. Ron Burris seconded; the motion passed 5-0.

Financial

Treasurer Wolfinger gave the financial report and reviewed the 2021 budget.

Balance in General Account: \$2,544,951.20

Balance in Escrow Account: \$959,839.03

All bills are current. Rick Wilkins made a motion to approve the financial report. Laura Tussing seconded; the motion passed 5-0.

Action Items

Annual Board Officers; A motion was made by Ron Burris that the 2020 officers remain the same in 2021. That is Zack Deleon, Chairman; Rick Wilkins, Vice-Chairman; Ron Burris, Secretary. Dean DeRolph seconded; the motion passed 5-0.

Annual Meeting Schedule; A motion was made by Dean DeRolph to hold meetings the second Tuesdays of each month at 1:00 p.m. Ron Burris seconded; the motion passed 5-0.

Resolution 2021-1 was introduced. This resolution is the annual approval to pay recurring bills i.e (taxes, insurance, utilities, payroll, audit costs, building maintenance, etc.) Rick Wilkins made a motion to approve resolution 2021-1. Laura Tussing seconded; the motion passed 5-0.

Resolution 2021-2 was introduced. This resolution authorizes to pay for annual Alliance membership (\$10,000) and the Lancaster Downtown Special Improvement District (\$10,000). Rick Wilkins made a motion to approve resolution 2021-2. Laura Tussing seconded; the motion passed 5-0.

Minutes of January 12, 2021 Meeting

Resolution 2021-3 was introduced. This resolution provides the executive director to expend up to \$1,000 at any given time for day to day operations and miscellaneous expenses. Ron Burris made the motion to approve resolution 2021-3. Dean DeRolph seconded; the motion passed 5-0.

Resolution 2021-4 was introduced. This resolution authorizes the expenditure of \$2,500 to Mithoff Company to clear and grub the undeveloped area of North Mill Park Drive. This will help market the available land owned by LPA. Dean DeRolph made a motion to approve resolution 2021-4. Rick Wilkins seconded; the motion passed 5-0.

Resolution 2021-5 was introduced. This resolution authorizes payment of \$3,000 to the Lancaster-Fairfield Chamber of Commerce for its services regarding the dissolution of the Lancaster area Community Improvement Corporation. Dean DeRolph made the motion to approve resolution 2021-5. Rick Wilkins seconded; the motion passed 5-0.

Resolution 2021-6 was introduced. This resolution authorizes the LPA executive director to negotiate a utility easement with the City on parcel number 0531004010. Ron Burris made a motion to approve resolution 2021-6. Dean DeRolph seconded; the motion passed 5-0.

Resolution 2021-7 was introduced. This resolution clears up a 2020 resolution regarding matching grant funds for the east side truck route connector. Dean DeRolph made a motion to approve resolution 2021-7. Rick Wilkins seconded; the motion passed 5-0.

With completion of Action items, Chairman DeLeon was excused for another meeting and Vice Chairman Wilkins concluded the meeting.

Discussion Items

Mike Pettit updated the Board on the status of land sales. The 1337 Carbon Court asset is scheduled for closing January 15. The Anchor 2 site is still being processed at the title level.

Mike Pettit updated the Board on the housing in the middle project and progress made. Pettit will begin the rezoning process with the County land bank for properties on Ohio Ave. and will start steps for LPA ownership of two Landbank lots on Washington Ave. Board action will need to occur when details are finalized.

Mike Pettit and Treasurer Wolfinger spoke briefly about land planning and possible acquisition areas.

Mike Pettit informed the Board that the results from the 2020 Vision planning will be compiled soon.

Minutes of January 12, 2021 Meeting

Adjournment

With no further action or discussion, Dean Derolph made a motion to adjourn. Ron Burris seconded; the motion passed 4-0.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "R. Michael Pettit". The signature is fluid and cursive, with a large initial "R" and a long, sweeping underline.

R. Michael Pettit
Executive Director, Lancaster Port Authority

