

**LORAIN PORT AUTHORITY  
Contract Management Committee Meeting Minutes  
Meeting May 2, 2018**

**Committee:** Ms. Carr; Messrs. Kuszniir (left at 6:05), Nielsen, Zellers and Zgonc

**Board Members:** Mr. Mullins (arrived 5:56)

**Staff:** Tom Brown, Executive Director  
Tiffany McClelland, Economic Development Specialist  
Kelsey Leyva, Office Manager  
Lil, Goose Dog

**Guests:** Larry Kerr, Insurance Partners  
Dan Kelley and Lorenzo Gentile, Somers Agency

**I. Roll Call:** The Meeting was called to order at 5:30 p.m. by Chairman Al Zgonc with roll call indicating a quorum present.

**II. Disposition of Meeting Minutes.**

**A.** The minutes of December 11, 2017 Contract Management Committee Meeting were presented for approval. Motion by Mr. Nielson to accept the minutes. Support by Mr. Kuszniir. Motion carried.

**B.** The minutes of January 9, 2018 Contract Management Committee Meeting were presented for approval. Motion by Mr. Nielsen to accept the minutes. Support by Ms. Carr. Motion carried.

**C.** The minutes of February 13, 2018 Contract Management Committee Meeting were presented for approval. Motion by Ms. Carr to accept the minutes. Support by Mr. Nielsen. Motion carried.

**D.** The minutes of April 10, 2018 Contract Management Committee Meeting were presented for approval. Motion by Mr. Kuszniir to accept the minutes. Support by Ms. Carr. Motion carried.

**III. Report of Chairman.**

**A. Insurance Request for Proposals.**

1. Mr. Dan Kelley provided a review of the Somers Agency insurance policy, which includes policies through Cincinnati Insurance Company and Traveler's Insurance.

A discussion by the Committee was held after Mr. Kelley gave his presentation.

2. Mr. Larry Kerr reviewed with the Committee the policy through Insurance Partners Agency, which includes Traveler's Insurance.

The Committee discussed Mr. Kerr's presentation.

A discussion between the members of the Committee concerning both presentations, in particular, fees and coverage was thoroughly discussed. Mr. Brown stated the \$9,000 difference is a considerable price difference. Mr. Brown stated each member now has a book to review and the Committee will reconvene before the next Board meeting for a recommendation to be presented to the Board.

**B. Black River Landing Asphalt Quotes.** Mr. Brown stated three (3) companies provided quotes for the asphalt work at Black River Landing. Mr. Brown stated Terminal Ready Mix's \$20,070 quote was lowest. Ms. Carr made a motion to recommend to the Board the acceptance of the quote from Terminal. Seconded by Mr. Nielsen. Motion carried.

**C. Lighthouse Foundation Trailer Request.** Mr. Zgonc stated this request was made by Mr. Frank Sipkovsky on April 24, 2018. Mr. Brown stated the shuttle boat tour departure location was changed in 2018 from Black River Landing to Spitzer Marina Dock A to alleviate scheduling conflicts. The trailer will essentially be a gift shop. Mr. Zellers stated the Lighthouse Foundation should be contributing to the cost of the trailer. Ms. Carr moved to recommend to the Board that \$1,000.00 be donated to the Lighthouse Foundation, to be used at their discretion. Seconded by Mr. Nielsen. Motion carried.

#### IV. Other Business.

1. Mr. Brown stated he had ten (10) tickets to the Cabella's Fish Fry to be distributed.
2. Mr. Zellers stated in the Bylaws the Contract Calendar is to be submitted to the Board.

#### V. Adjournment

There being no further business to come before the Contract Management Committee, Ms. Carr made a motion to adjourn. Support by Mr. Zellers. Motion carried. The meeting adjourned at 7:28 p.m.

  
Jeff Zellers, Vice Chairman

  
Tom Brown, Executive Director