

LORAIN PORT AUTHORITY
Board of Directors
Regular Board Meeting
April 8, 2014

Board of Directors: Ms. Carr, Mrs. Cook; Messrs. Bansek, Davila, Mullins, Nielsen, Sommers and Williamson, Jr.

Staff: Richard M. Novak, Executive Director
Yvonne Smith, Accountant
Ralph Bruening, Events Coordinator/Facilities Manager
Michael Brosky, Esq.

Guests: None.

- I. **Roll Call.** The meeting was called to order at 7:04 p.m. by Chairman Carl Nielsen with roll call indicating a quorum present.

- II. **Disposition of Meeting Minutes:** Disposition of March 11, 2014 Regular Board Meeting Minutes were presented for approval. Ms. Carr made a Motion to strike the sentence concerning NJROTC. Seconded by Mr. Williamson, Jr. Motion to accept the minutes as amended by Mr. Sommers. Support by Mr. Mullins. Motion carried.

- III. **Report of Officers.**
 - A. **Chairman**
 1. Correspondence received. None.

 2. Election of Officers. Mr. Novak stated this is the meeting to elect new officers. Mr. Novak stated Mr. Nielsen is currently the Chairman and Mrs. Cook is currently the Vice Chairperson. Mr. Novak opened the floor for nominations. Mrs. Cook nominated Carl Nielsen as Chairman. Seconded by Mr. Sommers. Mrs. Cook moved that the nominations for Chairman be closed. Seconded by Mr. Sommers. Motion carried.

Mr. Novak opened the floor for nominations for Vice Chairperson. Mr. Nielsen and Mr. Williamson, Jr. both nominated Mr. Mullins for Vice Chairman. Mrs. Cook nominated Neil Sommers, however, Mr. Sommers declined, stating unavailability. Mr. Nielsen moved that the nominations be closed. Seconded by Mr. Williamson, Jr. Motion carried.

IV. Report of Committees

A. Contract Management Committee.

1. Mr. Bruening indicated that last year was a good year for beer sales. Lorain Growth Corporation has requested a 70% - 30% split on beer sales. Mr. Mullins made a motion for a 70% - 30% split on beer sales. Seconded by Mr. Bansek. Motion carried.

A discussion was had concerning beer sales and contracts. Mr. Bruening indicated that we are not allowed to buy alcohol. However, we work closely with various non-profit entities.

B. Strategic Development Plan Committee – No Report.

C. Marketing & Public Affairs Committee –

1. Boat Fee Waiver – Lorain Growth Tourism Committee – Picnic Pickens.

This is the organization that operates the Train Display over the Christmas Holiday. This is their major fundraiser for the Display. In the past, Marilyn Lopez from Sun Novelty has paid \$200.00 for the shuttle boats. During their event they give free shuttle boat rides, up the river and back. This would be for one (1) boat, one Captain maximum of 4 hours. Over that, the group would have to pay an hourly rate. Considerable discussion ensued regarding setting a precedent for fee waivers or discounts for shuttle boat tours. Mr. Mullins made a motion to accept the usage fee of one (1) boat, one (1) captain. Seconded by Mr. Sommers. Motion carried.

2. River Clean-Up Update. Mr. Bruening stated this event is progressing very well. Many donations have been made. Home Depot donated several items totaling \$2,000.00.

3. Rib Fest. Mr. Bruening stated Rib Fest is shaping up nicely. Five rib vendors are slated. Bands are also set to perform.

D. Financial Planning and Audit Committee.

1 – 2. Bank Reconciliation Report for March 2014 and Financial Statement for March 2014. Mr. Mullins made a motion to accept the March 2014 Bank Reconciliation Report and Financial Statement for March 2014. Seconded by Ms. Carr. Motion carried.

3. Then and Now Certificate. Mrs. Smith explained that the Company that fixed the Black River Landing Transportation Center after the water leak was going to be paid by the insurance company directly and we were going to pay the deductible. We did receive the check from the insurance company.

Mr. Nielsen presented:

A RESOLUTION TO APPROVE APPROPRIATIONS (THEN AND NOW CERTIFICATE) FOR THE LORAIN PORT AUTHORITY.

Mrs. Cook made a Motion to accept Resolution 2014-16. Seconded by Mr. Mullins.
Roll call vote as follows:

Ayes: 8 Nays: 0 Abstain: 0 Resolution passed.

4. 2014 Budget Amendment. Mrs. Smith explained that we were awarded the Marine Patrol Grant and, again, we are one of the highest awards, which is an accomplishment. We received \$32,000.00 again this year.

Mr. Nielsen presented:

A RESOLUTION RATIFYING EXPENDITURES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE 2014 OPERATING BUDGET, TRANSFER AND APPROPRIATE FUNDS AND REQUEST AN AMENDED CERTIFICATE OF ESTIMATED RESOURCES FROM THE COUNTY AUDITOR.

Mr. Mullins made a Motion to accept Resolution No. 2014- 17. Seconded by Mr. Davila.
Roll call vote as follows:

Ayes: 8 Nays: 0 Abstain: 0 Resolution passed.

E. By-Laws and Personnel Committee – No Report.

V. Public Comments. None.

VI. Other Business.

1. Levy Update. Ms. Carr indicated things are going very well. The fundraising goals have been met. Additional signs need to be distributed and the task of enlisting poll workers needs to be done.

2. Property Maintenance List. Mr. Nielsen suggested the Board Members, individually or as a group, visit the sites to get a real understanding of what needs to be done on a limited budget. Mr. Nielsen also suggested that at each meeting an update be given concerning the project tasks.

3. Marine Patrol Grant Award 2014.

Mr. Nielsen presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES, DIVISION OF WATERCRAFT FOR THE 2014 MARINE PATROL PROGRAM.

Mr. Sommers made a Motion to accept Resolution No. 2014-18. Seconded by Mr. Mullins. Roll call vote as follows:

Ayes: 8 Nays: 0 Abstain: 0 Resolution passed

4. Mr. Bruening indicated there is a program for assistance with maintenance and event help through the County. This program would be at no expense to the Agency. Mr. Mullins expressed his concerns about the Program.

5. Mr. Sommers suggested the Marine Patrol be recognized for their efforts. Mrs. Smith expressed her gratitude.

VII. Adjournment.

There being no further business to come before the Board, Mr. Williamson, Jr. made a motion to adjourn. Seconded by Mr. Bansek. Motion carried. The meeting was adjourned at 8:12 p.m.

Carl Nielsen, Chairman

Richard M. Novak, Executive Director