

**LORAIN PORT AUTHORITY  
Board of Directors  
Regular Board Meeting  
July 14, 2015**

**Board of Directors:** Ms. Carr, Mrs. Cook; Messrs. Bansek, Brown, Davila, Mullins, Nielsen, Sommers and Zgonc

**Staff:** Rick Novak, Executive Director  
Yvonne Smith, Accountant  
Mike Brosky, Esq.

**Guests:** Rick Payerchin, Morning Journal  
Leon Mason, City of Lorain  
Joe Faga, Lorain City Council Member  
Mallory Holmes, Esq., Law Director's Office  
Dan Repas, Maximum Velocity

- I. **Roll Call.** The meeting was called to order at 7:01 p.m. by Chairman Carl Nielsen with roll call indicating a quorum present.
- II. Mr. Nielsen introduced guests, Leon Mason, Joe Faga and Mallory Holmes, Esq. Mr. Mason thanked the Port Authority for their assistance with the issues connected with the Stoveworks and the motels. Mr. Novak stated that the Agency can assist with the Brownfield Grant to complete the Phase I Environmental Review for the motels and the Phase II for the Stoveworks. The goal is to help the residents.
- III. **Disposition of Meeting Minutes:** Disposition of June 9, 2015 Regular Board Meeting Minutes were presented for approval. Motion to accept the minutes by Mr. Bansek. Support by Mr. Mullins. Motion carried.

Disposition of July 6, 2015 Special Board Meeting Minutes were presented for approval. Motion to accept the minutes by Mr. Brown. Support by Ms. Carr. Motion carried.

**IV. Report of Officers.**

**A. Chairman**

1. Correspondence received. None.

**B. Executive Director.** Mr. Novak thanked the staff for doing a fantastic job in his absence.

1. Cooperative Agreement – Lorain Development Corporation. Mr. Novak stated at the Board meeting in May, the Board authorized the hiring of Tiffany McClelland in a joint partnership between the Lorain Port Authority and the Lorain Development Corporation. The Lorain Development Corporation will pay sixty percent (60%) of her salary and the Lorain Port Authority will pay forty percent (40%) of her salary. This Agreement has been approved by Mr. Brosky, Esq.

Mr. Mullins presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO A COOPERATIVE AGREEMENT WITH LORAIN DEVELOPMENT CORPORATION.**

Mr. Sommers made a motion to accept Resolution No. 2015-31. Seconded by Ms. Carr. Roll call vote as follows:

Ayes: 8                      Nays: 0                      Abstain: 1                      Resolution passed  
(Mr. Nielsen Due to  
Appearance of conflict  
of interest)

2. Fee Offset – 2 Shuttle Boats – City of Lorain Summer Camp for Children. Mr. Novak stated a request from the City of Lorain was received. They are holding a summer camp for underprivileged children. They will be taking water samples, viewing the heron rookery and viewing our community from a different vantage point. Mr. Mullins made a motion to accept the fee offset. Seconded by Ms. Carr. Motion carried.
3. Lorain International Festival – Pay Electrical Use in Lieu of Rental Fee. A retroactive Motion was made for International Festival to pay electrical usage in lieu of rental fee by Mr. Brown. Seconded by Mr. Zgonc. Motion carried.

**V. Report of Committees.**

**A. Contract Management Committee – No Report.**

**B. Strategic Development Plan Committee – No Report.**

**C. Marketing & Public Affairs Committee –** Mr. Bansek stated the staff was in favor of Option 1. After a tally was made for each Option with the Board, Mr. Brown made a motion to accept Option #1. Seconded by Mr. Mullins. Motion carried.

A motion was made for the Lorain Port Authority Mission Statement to be

placed on the reverse side of the business cards.

Mr. Bansek discussed with the Board the Port Levy Fundraiser's tentative date is October 10, 2015, outside.

**D. Financial Planning and Audit Committee –**

1. Ticketing Services Through Lorain Palace Theater. Mrs. Smith stated a discussion has been had with the Lorain Palace Theater to take over our ticketing system due to the fact that Square could not meet our requirements in the way an Auditor would be comfortable with. Square was discontinued. Ticketing with the Palace would enable a zip code to be viewed to enhance the marketing. A Motion was made by Mr. Brown to authorize the staff to enter into an Agreement with the Lorain Palace Theater for the purposes of ticketing. Seconded by Mr. Bansek. Motion carried with an abstention from Carl Nielsen due to the appearance of conflict of interest. Motion carried.
2. Bank Reconciliation Report for May and June 2015. Mr. Davila stated there are no concerns.
3. Financial Statements for May and June 2015. Mr. Mullins made a motion to accept the Financial Statements for May and June 2015. Seconded by Ms. Carr. Motion carried.
4. 2016 Temporary Budget. Mrs. Smith indicated this 2016 Temporary Budget will be amended in January 2016 and she also indicated a Public Hearing was held this evening at 6:15 p.m. for this 2016 Temporary Budget.

Mr. Nielsen presented:

**A RESOLUTION MAKING TEMPORARY BUDGET APPROPRIATIONS FOR THE LORAIN PORT AUTHORITY FOR CALENDAR YEAR 2016.**

Mr. Sommers made a motion to accept Resolution No. 2015-32. Seconded by Mr. Mullins. Roll call vote as follows:

Ayes: 9                      Nays: 0                      Abstain: 0                      Resolution passed

5. Then and Now Certificate.

Mr. Nielsen presented:

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

Ms. Carr made a motion to accept Resolution No. 2015-33. Seconded by Mr. Mullins. Roll call vote as follows:

Ayes: 9            Nays: 0            Abstain: 0            Resolution passed

**E. ByLaws and Personnel Committee – No report.**

**VI. Public Comments** – Joe Faga thanked the Board for passing the Summer Camp outing on two (2) shuttle boats.

**VII. Other Business.**

**VIII. Adjournment.**

There being no further business to come before the Board, Mr. Brown made a motion to adjourn. Seconded by Mr. Davila. Motion carried. The meeting was adjourned at 7:55 p.m.

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Carl Nielsen, Chairman

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Rick Novak, Executive Director