

**LORAIN PORT AUTHORITY  
Board of Directors  
Regular Board Meeting  
January 13, 2015**

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

**Staff:** Richard M. Novak, Executive Director  
Yvonne Smith, Accountant

**Guests:** Rick Payerchin, Morning Journal  
Kelly Driscoll

- I. **Roll Call.** The meeting was called to order at 7:35 p.m. by Chairman Carl Nielsen with roll call indicating a quorum present.
- II. **Disposition of Meeting Minutes:** Disposition of December 9, 2014 Regular Board Meeting Minutes were presented for approval. Motion to accept the minutes by Mr. Sommers. Support by Mr. Mullins. Motion carried.

III. **Report of Officers.**

A. **Chairman**

Correspondence received. Letter from the State Auditor congratulating the Lorain Port Authority, in particular, Yvonne Smith, for Auditor of State Award with Distinction for Mrs. Smith's exemplary work. Mr. Novak stated only 5% of public entities receive this award. There will be a press release regarding this matter through the State.

B. **Executive Director**

Mr. Novak stated there is another water leak in the Transportation Center. Water formed in the Women's Restroom. This is being taken care of. Lucas Plumbing will be giving us options and costs regarding heating and cooling options for the building.. This may be caused by snow melting on the roof.

IV. **Report of Committees.**

A. **Contract Management Committee** – Implementing ODOT'S Vertical Building Projects.

Mr. Nielsen presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE LORAIN COUNTY PORT AUTHORITY RELATIVE TO THE IMPLEMENTATION OF THE OHIO DEPARTMENT OF TRANSPORTATION'S VERTICAL BUILDING PROJECTS PROGRAM THROUGH THE OHIO COUNCIL OF PORT AUTHORITIES.**

Mr. Brown made a Motion to accept Resolution No. 2015-01. Seconded by Ms. Carr. Roll call vote as follows:

Ayes: 7                      Nays: 0                      Abstain: 0                      Resolution passed

Mr. Nielsen presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE OHIO COUNCIL OF PORT AUTHORITIES RELATIVE TO THE IMPLEMENTATION OF THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) VERTICAL BUILDING PROJECTS PROGRAM.**

Mr. Brown made a Motion to accept Resolution No. 2015-02. Seconded by Ms. Carr. Roll call vote as follows:

Ayes: 7                      Nays: 0                      Abstain: 0                      Resolution passed

**B. Strategic Development Plan Committee** – Mr. Novak stated at last month's meeting it was indicated we were going to go out for Request for Proposals for development of the eight (8) acres at Black River Landing. To that end, in the middle of December 2014 we sent out thirty four (34) proposals to various Developers throughout the State. Names of Developers were provided by the City, Tim Long, and some Board Members. Mr. Novak stated he met with Fairfax Development Corporation which supplied contacts also. So far the response has been very favorable. Mr. Novak advised the Developers that there are other parcels available depending upon the project they are considering.

**C. Marketing & Public Affairs Committee** – No Report.

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

1. Bank Reconciliation Report for October, November and December 2014.

Mr. Davila stated these have not been completely reviewed. These will have to be reviewed prior to the next Regular Board Meeting.

2. Then and Now Certificate. Mrs. Smith stated two of the three items are for Change Orders for Lakeland Management. The third is for Aable Rents

Company for the stage tent to be cleaned. The tent needed extensive cleaning.

Mr. Nielsen presented:

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

Mr. Brown made a motion to accept Resolution No. 2015-03. Seconded by Ms. Carr. Roll call vote as follows:

Ayes: 7                      Nays: 0                      Abstain: 0                      Resolution passed

3. Safe Deposit Box at Fifth Third Bank. Mrs. Smith stated she would like to have a disaster plan in place by establishing a Safe Deposit Box at Fifth Third Bank whereby the Safe Deposit Box is large enough to hold several sheets of paper, CD's and flash drives, which would enable the Lorain Port Authority, in the case of a disaster, to be up and running within a week or so.

Mr. Nielsen presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO SECURE A SAFE DEPOSIT BOX FROM FIFTH THIRD BANK AND TO DESIGNATE THE PERSON OR PERSONS TO HAVE ACCESS TO THE BOX.**

Mr. Sommers made a motion to accept Resolution No. 2015-04. Seconded by Mr. Davila. Motion carried.

4. Update First Merit Checking Account and Money Market Account Signers. Remove Ralph Bruening and add Bradly Mullins. Mrs. Smith stated Ralph Bruening will be removed from these accounts and Mr. Mullins will be added..

Mr. Nielsen made a Motion to remove Ralph Bruening from the Checking Account and Money Market Account as a signer and add Brad Mullins. Seconded by Mr. Brown. Motion carried.

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

**V. Public Comments – None.**

**VI. Other Business – None.**

**VII. Adjournment.**

There being no further business to come before the Board, Mr. Mullins made a motion to adjourn. Seconded by Mr. Sommers. Motion carried. The meeting was adjourned at 7:57 p.m.

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Carl Nielsen, Chairman

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Richard M. Novak, Executive Director