

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

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

Staff: Yvonne Smith, Accountant

Guests: None.

- I. **Roll Call.** The meeting was called to order at 7:02 p.m. by Chairman Carl Nielsen with roll call indicating a quorum present.
- II. **Disposition of Meeting Minutes:** Disposition of Revised March 10, 2015 Regular Board Meeting Minutes were presented for approval. Motion to accept the minutes by Mr. Bansek. Support by Ms. Carr. Motion carried.

Disposition of March 19, 2015 Special Board Meeting Minutes were presented for approval. Motion to accept the minutes by Mrs. Cook. Support by Ms. Carr. Motion carried.

III. **Report of Officers.**

A. Chairman

1. Correspondence received. Mr. Nielsen stated correspondence was received from Stephanie Lesco from the Lorain County General Health District asking for a fee waiver for the use of the Train Station on July 8, 2015. Ms. Carr made a motion to grant the Lorain County General Health District a fee waiver for the use of the Train Station. Seconded by Mr. Zgonc. Motion carried.

2. Election of Officers. Mrs. Smith opened the floor to nominations. Ms. Carr made a motion to have Carl Nielsen remain as Chairman. Support by Mr. Bansek. Motion carried.

Ms. Carr made a motion to have Bradley Mullins remain as Vice-Chairman. Support by Mr. Zgonc. Motion carried.

B. Executive Director

1. Black River Landing Pavilion Update. Mrs. Smith reviewed the support documentation, which included the progress to date and explained the one delay.

2. Insurance Payment – Allen Thorley-DeLloyd. Mr. Nielsen and Mrs. Smith explained the breakdown for each item and the error concerning the docks, which brings the premium to \$64,727.00.

Mr. Nielsen presented:

A RESOLUTION AUTHORIZING PAYMENT TO ALLEN-THORLEY-DeLLOYD INSURANCE AGENCY FOR INSURANCE COVERAGE POLICIES FOR THE AGENCY.

Mr. Bansek made a motion to accept Resolution No. 2015-18. Seconded by Ms. Carr. Roll call vote as follows:

Ayes: 6 Nays: 0 Abstain: 0 Resolution passed

IV. Report of Committees.

A. Contract Management Committee – No Report.

B. Strategic Development Plan Committee – Ms. Carr stated a Development Booklet with evaluation criteria would be forthcoming.

C. Marketing & Public Affairs Committee – Mr. Bansek discussed ticketing and attendance at the Rockin'on the River Concerts and also accounting at the gate.

D. Financial Planning and Audit Committee –

1. Bank Reconciliation Report for March 2015. Mrs. Smith stated Mr. Davila was able to review the March 2015 Bank Reconciliations and found them to be satisfactory.

2. Financial Statements for March 2015. Mr. Davila stated everything seems to be in order.

Mr. Bansek made a Motion to accept the March Bank Reconciliation Reports and March 2015 Financial Statements. Seconded by Ms. Carr. Motion carried.

3. General Fund to Advance Picnic Pavilion Capital Fund \$100,000.00.

Mr. Nielsen presented:

A RESOLUTION TO APPROVE THE ADVANCEMENT OF FUNDS FROM THE GENERAL FUND TO A PICNIC PAVILION CAPITAL PROJECTS FUND.

Ms. Carr made a motion to accept Resolution No. 2015-19. Seconded by Mrs. Cook.
Roll call vote as follows:

Ayes: 6 Nays: 0 Abstain: 0 Resolution passed

4. 2015 Marine Patrol Grant.

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 2015 MARINE PATROL PROGRAM.

Mr. Nielsen made a motion to accept Resolution No. 2015-20. Seconded by Mr. Davila.
Roll call vote as follows:

Ayes: 6 Nays: 0 Abstain: 0 Resolution passed

5. Budget Amendment. Mrs. Smith explained the Budget Amendment and its changes.

Mr. Nielsen presented:

A RESOLUTION RATIFYING EXPENDITURES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE 2015 OPERATING BUDGET, TRANSFER AND APPROPRIATE FUNDS AND REQUEST AN AMENDED CERTIFICATE OF ESTIMATED RESOURCES FROM THE COUNTY AUDITOR.

Mrs. Cook made a motion to accept Resolution No. 2015-21. Seconded by Mr. Bansek.
Roll call vote as follows:

Ayes: 6 Nays: 0 Abstain: 0 Resolution passed

6. 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. 2015-22. Seconded by Mrs. Cook.

Roll call vote as follows:

Ayes: 6 Nays: 0 Abstain: 0 Resolution passed

E. ByLaws and Personnel Committee – Mrs. Smith discussed the pay scale for the Marine Patrol. Mrs. Smith would like to bring the Supervisor hourly rate to \$20.00 per hour and the other officers who have been here longer than three (3) years, again, give Mr. Novak the ability to increase to \$18.00 and beginning officers at \$16.00 and eliminate the one (1) week that they go to class. Mrs. Smith stated the Marine Patrol hours will not exceed the budgeted amount. Ms. Carr made a motion to increase the Marine Patrol hourly rates. Seconded by Mrs. Cook. Motion carried.

V. Public Comments – None.

VI. Other Business – Mr. Nielsen encouraged the Board to walk all properties and advise Mr. Novak of items that need to be addressed for repair or clean-up.

VII. Adjournment.

There being no further business to come before the Board, Mr. Bansek made a motion to adjourn. Seconded by Ms. Carr. Motion carried. The meeting was adjourned at 7:52 p.m.

Carl Nielsen, Chairman

Richard M. Novak, Executive Director