

**LORAIN PORT AUTHORITY
Board of Directors
Regular Board Meeting
June 14, 2016**

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

Staff: Rick Novak, Executive Director
Yvonne Smith, Accountant
Tiffany McClelland, Economic Development Specialist

Guests: None

- I. **Roll Call.** The meeting was called to order at 7:00 p.m. by Chairman Carl Nielsen with roll call indicating a quorum present.

- II. **Disposition of Meeting Minutes:** Disposition of January 12, 2016 Regular Board Meeting Minutes were presented for approval. Motion to accept the minutes by Mrs. Cook. Support by Mr. Mullins. Motion carried.

Disposition of January 20, 2016 Special Board Meeting Minutes were presented for approval. Motion to accept the minutes by Ms. Carr. Support by Mr. Mullins. Motion carried.

III. **Report of Officers.**

A. Chairman

1. Correspondence received. Northwest Bank letter regarding Lease between CSX and Lorain National Bank. Motion to receive and file by Ms. Carr. Seconded by Mr. Mullins. Motion carried.

Marine Patrol incident report concerning a vessel taking on water. The Marine Patrol was able to board the vessel and begin pumping out water and subsequently tow the boat to safety.

Lorain Palace Youth Theater fee offset. Mr. Brown made a motion to accept the fee offset. Seconded by Ms. Carr. Motion carried.

Party in the Park will be held at Oakwood Park on July 16, 2016 emphasizing the importance of the Latino vote and inquired if the Agency would sponsor that event in the amount of \$250.00. This is a CHIP event. Mr. Zgonc made a motion that the amount of \$250.00 to the Party in the Park. Seconded by Mrs. Cook. Roll call vote as follows:

Ayes: 5 Nays: 4 Abstain: 0 Motion carried

B. Executive Director.

1. Revised TIF Agreement City of Lorain.
2. Revised TIF Agreement Long Economic Advisors (LEDA).

Mr. Brown made a motion to table items 1 and 2 under Executive Director Section B until counsel approval. Seconded by Mr. Mullins. Motion carried.

3. Cabela's 2016 Tournament Summary. Mr. Novak stated the Tournament went very well. He further stated 14 States were represented as well as Canada. Mr. Novak indicated the Cabela Tournament organizers are looking at June 8, 9 and 10th of 2017.

4. Lorain Zoning Code Steering Committee. Mr. Novak informed the Board that he will be working with the City, Mr. Brown is already on the committee, with the zoning code update and comprehensive plan for the City. The zoning code has not been updated since early 1980's. Comprehensive plan has not been updated for a very long time.

5. Agreement between Lorain Port Authority and Falls River Concerts (Summer Intern). The summer intern works 30 hours per week. Leadership Lorain County pays \$1,000.00 and Mr. Earley pays the balance.

Mr. Nielsen presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH FALLS RIVER CONCERTS (RETROACTIVE) (ROCKIN' ON THE RIVER) RELATIVE TO SUMMER INTERN STAFFING.

Ms. Carr made a Motion to accept Resolution No. 2016-22. Seconded by Mr. Mullins. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution passed

6. 2016 Brownfield Grant.
7. Grant Updates.
 - a. District Market Recycling Grant

Mr. Nielsen presented:

A RESOLUTION AUTHORIZING RESOLUTION NO. 2016- 20 PASSED MAY 10, 2016 AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO FILE AN APPLICATION WITH LORAIN COUNTY SOLID WASTE MANAGEMENT DISTRICT FOR A 2016 DISTRICT MARKET DEVELOPMENT GRANT.

Mr. Bansek made a Motion to accept Resolution No. 2016-23. Seconded by Ms. Carr. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution passed

b. ODNR Grant Boating Infrastructure Grant.

Mr. Nielsen presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO FILE AN APPLICATION FOR GRANT FUNDING ASSISTANCE WITH ODNR THROUGH THE BOATING INFRASTRUCTURE GRANT (BIG) PROGRAM.

Mr. Brown made a Motion to accept Resolution No. 2016-24. Seconded by Ms. Carr. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution passed

8. Fee Waiver for two (2) Shuttle Boats July 13, 2016 and Transportation Building – Lorain County General Health District – Black River AOC Advisory Committee. Mr. Brown made a motion to allow two Shuttle Boats and the Transportation Building on July 13, 2016 by the Lorain County General Health District. Seconded by Mr. Mullins. Motion carried.

IV. Report of Committees.

A. Contract Management Committee – Mr. Mullins stated no Report.

B. Strategic Development Plan Committee – Ms. Carr stated no Report.

C. Marketing & Public Affairs Committee – Mr. Bansek stated no Report.

D. Financial Planning and Audit Committee –

1. April 2016 Financial Report. Tabled.
2. May 2016 Financial Report. Mr. Davila made a Motion to accept the May 2016 Financial Report. Seconded by Mr. Zellers. Motion carried.
3. 2016 Budget Amendment. Mrs. Smith indicated the budget was

increased due to Rockin' on the River ticket sales.

Mr. Nielsen presented;

A RESOLUTION RATIFYING EXPENDITURES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE 2016 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. 2016-25. Seconded by Mr. Davila. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution passed

4. Then and Now Certificate. None that need Board approval.

E. ByLaws and Personnel Committee –

Mr. Nielsen presented:

A RESOLUTION AMENDING THE AGENCY'S PERSONNEL POLICY MANUAL PERTAINING TO VACATION LEAVE NOTIFICATION FOR THE EXECUTIVE DIRECTOR.

Mrs. Cook made a Motion to accept Resolution No. 2016-26. Seconded by Mr. Mullins. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution passed

Mr. Nielsen presented:

A RESOLUTION AMENDING THE AGENCY'S PERSONNEL POLICY MANUAL ADDING A CHANGE REGARDING PAYROLL.

Mr. Bansek made a Motion to accept Resolution No. 2016-27. Seconded by Ms. Carr. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution passed

Mr. Nielsen presented:

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGENCY'S BYLAWS RULES & REGULATIONS.

Mr. Mullins made a Motion to accept Resolution No. 2016-28. Seconded by Mr. Mullins. Roll call vote as follows:

Ayes: 8 Nays: 1 Abstain: 0 Resolution passed

Mr. Nielsen stated the matter of vacation conversion will be sent to Committee. Mr. Davila made a Motion to send the matter of Vacation Conversion to the ByLaws and Personnel Committee. Seconded by Mr. Brown. Motion carried.

V. Public Comments – None.

VI. Other Business.

Mr. Davila made a Motion to go into Executive Session for the purpose of discussing property disposition. Seconded by Mr. Mullins. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Motion carried.

Mr. Mullins made a Motion to return to Regular session. Seconded by Ms. Carr. Motion carried.

VII. Adjournment.

There being no further business to come before the Board, Mr. Davila made a motion to adjourn. Seconded by Mr. Mullins. Motion carried. The meeting was adjourned at 9:33 p.m.

Carl Nielsen, Chairman

Rick Novak, Executive Director