

Lorain Port and Finance Authority
Board of Directors
Regular Meeting
Port Office & Zoom Online
Tuesday, March 9, 2021, at 7:00 p.m.

Board of Directors: Messrs. Bansek, Kuszniir, Mullins, Nielsen, Scott, Sommers
(Zoom), Veard (Zoom) and Zgonc (8; Mr. Zellers was absent.)

Staff: Tom Brown, Executive Director
Tiffany McClelland, Assistant Director
Yvonne Smith, Accountant
Kelsey Leyva-Smith, Office Manager
Michael Brosky, Esq., Attorney (Zoom)

Guests: JoAnn Moon, Lorain Councilwoman (7:10 p.m.)

- I. **Roll Call**
 - A. The meeting was called to order at 7:00 p.m. by Chairman Brad Mullins with roll call indicating a quorum present.
- II. **Pledge of Allegiance**
- III. **Disposition of Meeting Minutes**
 - A. December 8, 2020, Regular Board Meeting: Mr. Nielsen moved to approve the meeting minutes. Second by Mr. Kuszniir. Motion carried.
 - B. January 12, 2021, Regular Board Meeting: Mrs. Leyva-Smith said she corrected a minor typo prior to tonight's meeting. Mr. Zgonc moved to accept the minutes as amended. Second by Mr. Bansek. Motion carried.
 - C. January 25, 2021, Special Board Meeting: Mrs. Leyva-Smith said a minor typo was also corrected in this set of meeting minutes. Mr. Nielsen moved to approve the minutes as amended. Second by Mr. Zgonc. Motion carried.
- IV. **Report of Officers**
 - A. **Chairman**
 1. Correspondence received:
 - a. Mr. Brown said he received a call today from the county. We cooperated with them to apply for the Volkswagen Diesel Grant electric charging stations, and we agreed to sponsor two parking spots somewhere at Black

River Landing. The charging stations will either be near next to the dumpster between the office and Train Station, or on the other side of the pavilions toward the south end. The county was checking in to confirm we're still committed to exploring that. Mr. Brown said there is likely going to be some financial shortfall with the grant. The original application said it would be nonmatching, so 100 percent grant funded. The grant administrators are casting a net across Ohio to see which entities aren't accepting the grant to possibly redistribute those funds, so it could potentially be 100 percent funded. Mr. Brown said he told the county we were supportive of their project but wanted to know how we would reclaim our investment before coming to the board with a monetary request. The county was very understanding. Mr. Brown said he will keep board updated.

B. Executive Director

1. Roberto Davila Commendation: Mr. Brown said we prepared a commendation for Mr. Davila. He served two terms on the board of directors. We want to print and frame a copy for Mr. Davila. Mr. Brown said we try to make it personal for each member.

Mr. Mullins presented:

A RESOLUTION COMMENDING ROBERTO DAVILA FOR HIS OUTSTANDING SERVICE, DEDICATION AND COMMITMENT TO THE LORAIN PORT AUTHORITY.

Mr. Nielsen moved to approve Resolution 2021-05. Second by Mr. Kusznir. Roll call vote as follows:

Ayes: 8 Nays: 0 Abstain: 0 Resolution Passed

2. Add Assistant Director to Port's Checking Account: Mr. Brown said now that Ms. McClelland is the assistant director, he thinks adding her to the checking account goes hand-in-hand with her responsibilities. There are times when Mrs. Smith needs a signature when Mr. Brown is out of town. We will file all the appropriate paperwork with the bank. Mr. Bansek moved to add the

assistant director to the Port Authority's checking account. Second by Mr. Nielsen. Motion carried.

3. Dredging in Fall 2021: Mr. Brown said he was contacted by the US Army Corps of Engineers and he met them on-site yesterday morning. They will be dredging from Henderson Bridge north this fall and probably next year as well. The USACE is slated to remove about 75,000 cubic yards of dredge out of the harbor this year. That dredge will go in the Confined Disposal Facility next to the marina/Mile-Long Pier. We are not to capacity yet. If you take two steps back, we're still working with Hull Environmental on phragmite project. A controlled burn is being coordinated to remove the phragmite. In the next 2-3 weeks we'll do a joint press release to announce the removal of all the small trees along the berm. Anything touching the berm and extending out 20 feet will be removed down to the ground. They'll then bring in large machines towards the fall to repair the berm. The dredge from the next two seasons will then be added to it, so the CDF will look remarkably different. Mr. Brown said we want to get ahead of it with the birding community to avoid any angry phone calls. It's the USACE's construction site, so we're just coordinating. We have great dialogue and USACE has approved everything we wanted. Mr. Brown said he mentioned Oasis Marinas' concept for the CDF, and USACE has concepts for the site as well. USACE seemed open to conversations regarding the use of the space.
4. Lorain County Chamber of Commerce Event: Mr. Brown said everyone loves our site and the Lorain County Chamber wanted to get creative and find a way to bring people together for the first time in over a year. They asked us to cosponsor the event and we thought it was a great idea. The event is March 25, 2021. Reach out to Mrs. Leyva-Smith if interested in attending. There will be a couple of fire rings in case it's cold but we're hoping for good weather.
5. Journal Jog: Mr. Brown said we've been a cosponsor of The Journal Jog since the beginning. It's an easy event for us to coordinate. They borrow the building for a couple of hours to register the runners and walkers. Mr. Brown is asking for a simple motion of support to sponsor the race. There is no cost

commitment involved. All proceeds benefit the Mary Lee Tucker Clothe a Child Program. Mr. Nielsen moved to sponsor The Journal Jog. Second by Mr. Scott. Motion carried.

V. Report of Committees

A. Contract Management Committee

1. Utility Rates: Mrs. Smith said she spoke with Mr. Zellers. She sent him documents for gas and electric rates and went over the information with him.
 - a. Gas Rate: Mrs. Smith said we checked with various companies and shopped the different rates. The gas rate at Black River Landing expires this month. Our current rate is 3.689. From Energy Choice Ohio, Shipley Energy offers a rate of 3.35. The new rate would begin immediately and last for 12 months. Mrs. Smith requested a motion of support to move forward with Shipley and the new rate. She said she called to confirm the new rate prior to tonight's meeting. Mr. Mullins moved to approve the new gas rate with Shipley. Second by Mr. Zgonc. Motion carried.
 - b. Electric Rate: Mrs. Smith said she also compared various companies for the electric rate. The best rate is from Ohio Edison Brown Energy at a rate of .04570. Currently or electricity rate is .0555, so this would also be a reduction. This rate would not begin until April 1, 2022. Mrs. Smith said she felt it was a little early to shop for new electric rates, but our current supplier asked that we shop it out. Mr. Mullins asked if there was any indication, we should lock in the rate so early? Mrs. Smith said the future looks like it will go up. The new electricity rate would be good for 24 or 36 months. The board believes it is too soon to lock in a new rate. Mrs. Smith said there is no rush on this. The topic was tabled for now.
2. 2021 Shuttle Boat Captain Agreement: Mrs. Leyva-Smith said this is the same agreement we passed last year. The captain pay rate is \$25 per hour. She said she's planning a Captain Training Session to go over all of the details of our shuttle boat operation, and to sign paperwork. We have two new captains looking to join us this season. That will hopefully bring our captain count up to six. Lighthouse Tours for this season are already scheduled.

Mr. Mullins presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN INDEPENDENT CONTRACTOR AGREEMENT WITH SHIP CAPTAINS RELATIVE TO THE OPERATION OF THE SHUTTLE BOAT VESSELS IN 2021.

Mr. Zgonc moved to approve Resolution 2021-06. Second by Mr. Nielsen. Roll call vote as follows:

Ayes: 8 Nays: 0 Abstain: 0 Resolution Passed

3. LoCo 'Yaks Sublease Agreement: Mr. Brown said we talked about this last month. The board gave Mr. Brown the authority to negotiate a new rate. For the last four years the LoCo 'Yaks paid us a dollar a year, which was our way to foster the business. Mr. Brown said he negotiated and thinks the new rate still aims to foster the business and is much lower than the property's actual value. He recommended a 1-year sublease for 2021, and then we keep a pulse, see how it goes, and make a decision at the end of the season about renegotiating or going out for proposals. Potential rates proposed at last month's meeting ranged from about \$80 a month up to \$1,500. Mr. Brown spoke to board members, went back and forth with LoCo 'Yaks, and came up with a flat rate of \$50 per month for 9 months, September-May. That means we're guaranteed to receive \$450. In June, July and August, they will give us \$1 per kayak rental fee. In less than three months last year at the Black River Wharf, they made more than \$1,000. With them having set business hours in a solid 3-month period, they anticipate it could be up to \$2,000. Basically, our rate for the building would be anywhere from \$1,450 to \$2,450 for the year. Mr. Brown said we are trying to foster a business, but after 5 years we may need to renegotiate or go out for proposals. Mr. Mullins confirmed this sublease agreement would conclude at the end of 2021. Mr. Brown said yes. He will consult with Mr. Brosky to ensure the language is adequate. Mr. Zgonc asked if the storage container issue was resolved with the city? Mr. Brown said he believed so. The building commissioner called and asked what

the board thought and approved. Mr. Brown said he told the commissioner we wanted the container painted, leveled and to be behind the building.

Mr. Mullins presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO A SUBLEASE AGREEMENT WITH THE LOCO 'YAKS, a 501 (c) (3) NON-PROFIT ORGANIZATION, FOR THE RIVERSIDE MARINA BUILDING AND RELATED SITE.

Mr. Nielsen moved to approve Resolution No. 2021-07. Second by Mr. Zgonc. Roll call vote as follows:

Ayes: 8 Nays: 0 Abstain: 0 Resolution Passed

B. Strategic Development Plan Committee

1. Mr. Kuszniir said there was a joint committee with the Marketing & Public Affairs Committee to talk about stage top and finding a permanent solution. The committee would like to see to have a subcommittee review the proposals and meet with the companies. Additionally, the committee wants to involve an expert at some point to help with technical matters related to the stage. Board members interested in being on the subcommittee should reach out to Mr. Brown or Mr. Mullins. Mr. Mullins said MBI is a local company that may be willing to give expert insight. He asked if there would be a large screen included? Mr. Bansek said that will be on the wish list. He wants to start by creating that and making sure everyone is on the same page as far as the big picture or end goal. Mr. Brown said he'll send out an email requesting volunteers and those interested can reply.

C. Marketing and Public Affairs Committee

1. Mr. Bansek said he will have a report in April about the marketing portion of the future stage.

D. Grounds Maintenance and Capital Improvements Committee

1. Mr. Nielsen said he had no report at this time.
2. Mr. Brown said we received first two swings. He has a purchase order in place to get them installed. Once we do that, we can establish a price point

and coordinate a marketing and sponsorship campaign. We've had some painting done in the office during the colder months. Probably, as the weather clears, we'll work to do exterior work on the Train Station. Mr. Brown said he is also looking at doing one of the parking lots, too. Mr. Mullins asked if that was included in the budget? Mr. Brown said yes.

E. Financial Planning and Audit Committee

1. February 2021 Financial Statement: Mr. Kuznir said he met with Mrs. Smith to review the financials, receipts, outstanding payments and bank account figures. He said everything looks good and recommended board approval. Mr. Kuznir moved to approve the February 2021 Financial Statement. Second by Mr. Nielsen. Motion carried.

F. Bylaws and Personnel Committee

1. Mr. Sommers said he had no report.

VI. Other Business

- A.** Mr. Kuznir said the city also applied for the charging station grant. They received funding for four stations to be placed in the parking lot where Seventh Street dead ends into Broadway Avenue. He explained there were about \$5.7 million in grant requests and they had \$3.5-4 million to allocate, so they spread it out as best they could. Mr. Brown recommended the county and city having a conversation since the city's location for the charging stations is so close to Black River Landing. He said the charging stations at BRL would be by the dumpster on the north side of the Train Station and along the pavilions before the Rick Novak Way roundabout. Mr. Kuznir said he will update Lorain's Safety/Service director Mr. Sanford Washington.
- B.** Mr. Brown said he and Ms. McClelland met with the new director of the Lorain County Port Authority, Mr. Jim Miller. They had a great meeting with a spirit of cooperation. He was open to phone calls, land bank and anything the Port needs. It was a great start.
- C.** Mr. Brown said the live stream on our lobby TV is from Erie Shore Rentals and Detailing at Oasis Marina. They have a 4k camera on YouTube 24/7 that shows the harbor, and they can show the Independence Day Fireworks for us. Mr.

Brown wants to look into potentially adding additional cameras and setting up a joint YouTube channel.

VII. Public Comment

- A. Lorain Councilwoman JoAnn Moon thanked the board. She said people are really excited about the concerts coming back and encouraged the Port to keep up the good work. Mr. Mullins thanked Councilwoman Moon for her support.
- B. Mr. Mullins also thanked the staff for helping get the Cold Storage Facility project across the finish line. He thinks 2021 will be a good year.

VIII. Executive Session: Property Disposition

- A. Mr. Bansek moved to enter executive session. Second by Mr. Scott. Roll call vote as follows:

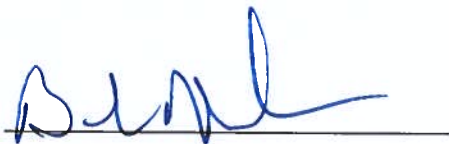
Ayes: 8 Nays: 0 Abstain: 0 Motion Carried

Mr. Bansek moved to exit executive session. Second by Mr. Zgonc. Motion carried.

- B. Upon exiting executive session, Mr. Bansek moved to work with legal counsel to create a process to sell the lot on Lakeside Avenue. Second by Mr. Nielsen. Motion carried. Mr. Bansek asked what's left as far as properties to sell? Mr. Brown said everything else we want to keep.

IX. Adjournment

- A. There being no further business to come before the board, Mr. Bansek moved to adjourn. Mr. Nielsen seconded. Meeting adjourned at 7:46 p.m.



Brad Mullins, Chairman



Tom Brown, Executive Director